

CAREER TRAINING SERVICES

ONE STOP OPERATOR'S REPORT

Program Year 2022

One-Stop Operator January Update

January

January One-Stop Training Services Snapshot:

New Customers Served: **106**
 New Training Grants Provided: **10**
 WFNJ Referrals received: **76**
 Active WFNJ Clients: **18**
 Youth Employment Services Referrals: **5**
 Active Youth Employment Services Clients: **48**
 Individualized Career Assessments provided: **7**

Program Year 2022 WIOA Performance – % of Goal Achieved

Updated through 1st Quarter
 Data reflects one-stop customers

	Dislocated Worker	Adult Low Income	Youth
Employed 2 nd Quarter	118.45%	98.36%	140.06%
Employed 4 th Quarter	85.47%	109.65%	146.63%
Credential Attainment	123.46%	133.33%	159.49%
Skill Gains *no data yet	N/A	N/A	N/A

See attached flyers for more
 information on our excellent One-Stop
 services for job seekers and our
 upcoming workshops!

In Person Appointments Available in Flemington and Somerville

Did you know that in addition to virtual appointments, the One-Stop Career Center also provides in-person appointments to Somerset & Hunterdon County residents in both our Somerville and Flemington offices?

Updated in-person schedule for the Flemington office coming soon for this Spring!

For more information on available services or to schedule an appointment for a jobseeker, contact us at 908-541-5780 or OneStop@co.somerset.nj.us

Expanded One-Stop Career Training Services Hours

Now Available!

New One-Stop Training Services Center Hours

Monday – 8:30am – 7:00pm

Tuesday – Friday – 8:30am – 4:30pm

Appointments are recommended.

Expanded hours are part of an evolving process to create accessible services that can meet the needs of a changing workforce.

Welcome to our new One-Stop Career Navigators

We are excited to welcome **Rebecca Corgan** and **Joyce Whitfield** to the One-Stop Career Center as our two newest Career Navigators. They both bring extensive case management experience working with diverse populations including adults, individuals with disabilities, and families within the child welfare system.

Our local One-Stop adds value to our services by employing staff with a wide range of experience, backgrounds, and skills to create a system that represents the needs and make up of our community.

Services for our Customers

- ◆ Individual career counseling and vocational guidance, provided by state-certified career counselors
- ◆ Services for specialized populations including veterans, youth, 55+, ex-offenders, public assistance recipients and those living with a disability
- ◆ Aptitude, interest and skill based assessments to guide career exploration
- ◆ Virtual workshops and webinars that provide the tools and skills needed to land a job in today's competitive market
- ◆ Free labor market information resources showing trends in current jobs and needed skills
- ◆ Workforce Learning Link services for those who are in need of Adult Basic Education, High School Equivalency, English as a Second Language and fundamental computer skills.
- ◆ Training grants that serve to upgrade skills and increase job seekers' marketability and ability to secure employment
- ◆ On-the-job-training grants that allow employers to make an investment in prospective new hires who would benefit from business-specific learning
- ◆ Recruitment events on different platforms that bring together job seekers and businesses who have job openings and are ready to hire
- ◆ Access to the latest job postings each week



Serving Hunterdon and Somerset Counties

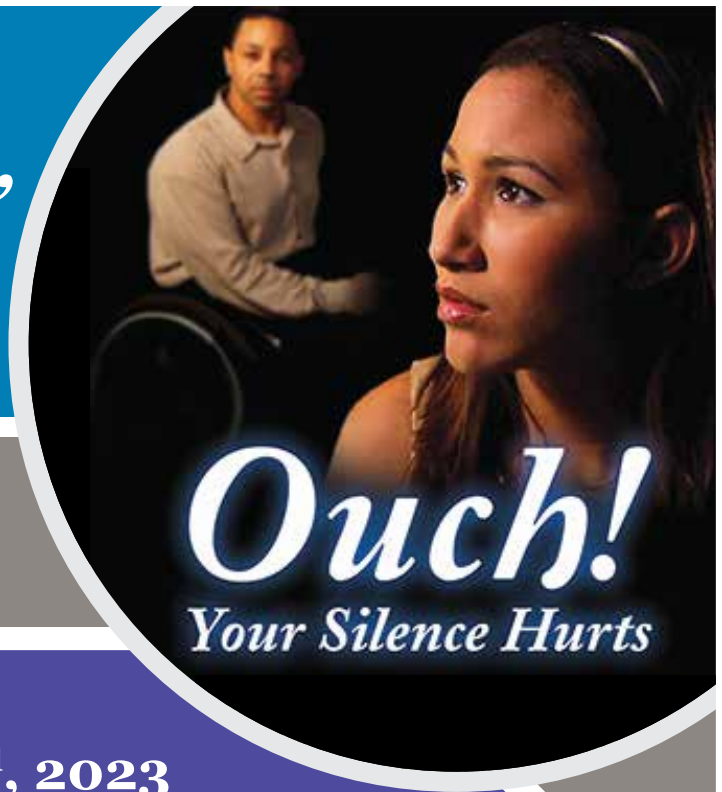
For more information about our services, contact us at
 908-541-5780 or onestop@co.somerset.nj.us.

Visit www.thegrwdb.org/resources/ or text **onestop** to 56512 for weekly updates.

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“Ouch! That Stereotype Hurts” Workshop

“Saying Nothing Serves to Condone Bias.”



DATE: Thursday, March 2nd, 2023
TIME: 10:00 am – 12:00 pm

By attending this workshop participants will experience the impact of stereotypical comments, jokes and emails. The program will help explore why people don't speak up against stereotypes and other biased behaviors. Six techniques will be explored for speaking up.

This workshop has the audience think about whether they are equally respectful and effective with a “diverse” range of people including those that are similar and different. While we may never be completely free of all bias, we can work toward communicating in a bias-free way. This curriculum helps participants:

- Improve written and verbal communication by eliminating communication “static”.
- Ensure that one's message gets across – while conveying respect for others.
- Provides insight into the impact of language choices.
- Teaches ways to successfully recover when something inappropriate is expressed.
- Teaches participants how to speak up effectively if others stereotype or make biased or demeaning comments.
- Enhances one's credibility and influence as a communicator.

Staying silent in the face of demeaning comments, stereotypes or bias allows these attitudes and behaviors to thrive. Yet, most people who want to speak up don't know how. So, we say nothing. Biased, stereotypical, or otherwise demeaning communication undermines morale, teamwork, and productivity. “This undermines our ability to create inclusivity where all people are welcomed, treated with respect and able to do their best. As this program points out, “One voice — your voice — can make a difference.” And that is the beginning of building a world where all people feel included, respected, and able to do their best...”

Please note this is a virtual workshop via Zoom. To attend this workshop and register please click on the link below:



<https://sclsnj.libnet.info/event/7067426>

This program is in collaboration with the Greater Raritan One-Stop Training Center and the Somerset County Library System (SCLS).



ONE-STOP CAREER CENTER

One-Stop Career Center Offers Job Assistance

THURSDAY

April 6th, 2023

10:00-12:00 PM

This is a virtual workshop via Zoom.

Somerset and Hunterdon County residents who are under or unemployed have a wealth of services available to them. Services include career and vocational counseling, job-related training in-demand occupations, veterans' benefits, reentry services and a full service job outplacement center called the One-Stop Career Center.

The Greater Raritan One-Stop Career Center is staffed with qualified professionals who can assist with obtaining employment and the training needed to meet the demands of the present workforce. This center also offers educational training programs in vocational and trade schools, state colleges and community colleges. Other services include, on-the-job training with local employers and apprenticeships in many fields. In addition, workshops are provided at various locations teaching the skills needed to land a job in a competitive job market.

Through New Jersey's One-Stop Career Center website, job seekers can find information about **job fairs and targeted recruitments, occupational training,** and programs offered by businesses and labor, opportunities for **veterans, mature workers age 55+ ,displaced homemakers, youth employment services** for those who are at risk ages 16-24, **ex-offender services,** and **assistance for those who are considering starting a new business.** Community Outreach Specialist and Career Coach, Jan Goodman will provide an overview of these services and how to access them.

This program is in partnership with the Somerset County Library System and the Greater Raritan One-Stop Training Center.



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To attend this workshop and register, please scan



or click on the link below.

<https://bit.ly/3WHwFur>

The event will be provided to registrants upon completion of the RSVP.

CAREER WEBINAR: Creating a **DYNAMIC JOB PORTFOLIO**

*Includes a comprehensive focus
on resume writing*

Wednesday,
April 12th, 2023
10:00 am – 12:00 pm

Host:
Johnson Public Library

Speaker: Jan Goodman
Community Outreach Specialist/
Career Coach
Greater Raritan One-Stop Career
Center Training Services

The job market continues to change, as does the way we look for work. This Workshop examines the value of presenting yourself as a complete package by using a resume as an introduction to an employer and backing it up with a portfolio presented at the interview.

What You Will Cover:

- Who are you?
- Writing the resume
- Creating a noticeable package
- Cover letters
- Getting into the flow
- Personal branding
- Refining and perfecting
- Transferable skills
- Getting to a new job
- Goal setting
- LinkedIn

How You Will Benefit:

- Learn how clients need to brand themselves using descriptive language.
- Explore the new normal for essential elements of cover letters and resumes.
- Learn the components of a customized portfolio.
- Design a personalized portfolio.
- Help clients develop a plan to move them to a new job.

Pre-registration is required.

To register please go to bit.ly/3H8CKud

Please note this is a virtual workshop via Zoom.

Please click on the link below to be connected to the workshop

<https://us02web.zoom.us/j/87244589619>

This program is in collaboration with the Johnson Public Library and the North Jersey Partners Regional Workforce Collaboration



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JOHNSON
PUBLIC
LIBRARY

The Art of EFFECTIVE COMMUNICATION



Thursday, May 4th, 2023

10:00am – 12:00pm

Somerset County
Library System

Speaker: Jan Goodman
Community Outreach
Specialist / Career Coach

Greater Raritan One-Stop Career
Center Training Services

"Communication is two-sided – vital and profound communication makes demands on those who are to receive it... demands in the sense of concentration of genuine effort to receive what is being communicated."

— Roger Sessions

Points of Discussion:

- Self-Assessments
- Looking at different personality types
- Identifying your Myers Briggs Personality Types
- Defining filters
- Encoding, decoding and sending messages
- Culture
- Gender
- Active listening
- Paraphrasing statements
- Nonverbal messages
- Handling Conflict
- Being assertive, not aggressive
- Communication preferences
- Communication models

How You Will Benefit:

- Understand a working definition of communication.
- Review communication models and their key elements.
- Apply Myers Briggs personality assessments to develop effective communication skills.
- Investigate different styles of communicating.
- Learn how tolerance for disagreement affects effective communication.
- Identify common communication filters.
- Learn new tools for effective communication.

Please note this is a virtual workshop via Zoom.

*To attend this workshop and register
please click on the link below:*

<https://bit.ly/3wC9oQe>



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This program is in partnership with the
Somerset County Library System and the
Greater Raritan One-Stop Training Center.



Conquering Your Fear of Speaking in Public

MONDAY

May 8th, 2023

1:00 pm – 3:00 pm

Speaker:

Jan Goodman,

Community Outreach Specialist/
Career Coach

**Greater Raritan
One-Stop
Career Center
Training Services**

Do you get nervous when interviewing or making presentations at company meetings?

Do you find it hard to make conversations at gatherings and social events?

Do you freeze up in awkward social situations?

If so this workshop is for you! It is for anybody who wants to improve their speaking skills in both formal and informal situations. Learn important strategies to gain the confidence and the skills to interact with others, to speak in informal situations, and to make presentations in front of small groups.

Learning Objectives

During this workshop you will learn to:

- Speak with more confidence in one-on-one conversations.
- Feel more confident speaking socially or in small meeting groups.
- Practice these skills in a supportive setting.

Please note this is a virtual workshop via Zoom.

To register please use the following link:

<https://hclibrary.libcal.com/event/10303813>

On the day of the workshop, please use the following link to connect to Zoom and use this Meeting ID and passcode.

<https://bit.ly/3x0U0gi>

Meeting ID: 868.3449.6387 | Passcode: 372687

This program is in collaboration with the Greater Raritan One-Stop Career Center and the Hunterdon County Library System.

