



**GREATER RARITAN ONE-STOP ~ SERVING HUNTERDON COUNTY AND SOMERSET COUNTY**

# **ONE-STOP OPERATOR NOVEMBER REPORT**

Program Year 2023

November 1 -30



## **NOVEMBER REVIEW**

**It was a very productive month. We focused on drafting the 2024-2026 Memorandum of Understanding (MOU) between One-Stop Partners and the Greater Raritan Workforce Development Board. This document is required to be updated every three years by all workforce boards; it's a means for partners to understand expectations and goals.**

**Recognizing rich opportunities to improve system operation, we also initiated quarterly Work First New Jersey Collaboration Meetings and monthly One-Stop Leadership Meetings. These meetings immediately led to productive outcomes. For example, we recently addressed computer needs of the Hunterdon County Learning Link.**

**We are committed to actively addressing key system issues and challenges in order to ensure quality service for our customers.**





## TESTIMONIAL FROM A CAREER TRAINING SERVICES CUSTOMER

“I am writing to commend and thank Jan Goodman, as an insightful dedicated career coach and tell you a story of empowerment that took me a on a multi-year journey.

It started a few years ago, when Jan went out of her way to help me consider different ways of leveraging my 30-plus years of professional experience in private industry. She challenged me a bit to explore other options to increase my job satisfaction, maybe even considering working outside of the corporate sector.

At the time, I thought the idea a bit outrageous, assuming it would be too challenging to transfer my private industry experience into a new career pathway. But she pushed me forward, helped me revise my resume, helped me apply for employment, and challenged me to do more targeted versions and really consider what level of satisfaction I wanted from a job. As a polished veteran in corporate roles, I really didn't know what salary levels might be offered and had no idea on where to look outside my current industry. Recruiters in my current profile quickly found me and I accepted a job offer and stayed in that role for another several months.

But Jan's words haunted me, so I reached out to her a few times, and I started volunteering at an agency that sparked my passion. I was ready for a career change that was big, had a strong component of service and my current situation was not meeting my needs for service and personal growth. From volunteering, I was so impressed with the professional effectiveness, dedication, and heart that this organization showed to those being served that when a job became available at that agency, I applied and was offered the position. It all started with a few questions from Jan two years ago:

- Is this what you really want to keep doing? You don't seem enthusiastic about it.
- What if I told you there are other options?
- I will help you...what about this and that.. think about it..

So, thank you and Jan for all you do and don't hear about the impact. You and your team, Paul, make positive contributions to people's lives”.





## TESTIMONIAL FROM A WORK FIRST NEW JERSEY CUSTOMER

“I think Job Readiness and CWEP are amazing workshops that give someone the knowledge but most of all the confidence to find a job and be a good worker. When you first come on everyone is so helpful in making sure you have an efficient resume. I feel like this class really gives you an opportunity not just to find a job, but to find a career.

The information they give you is helpful, but I think the biggest help for me was just all the great information and practice you get on job interviews. This was always my biggest challenge. I tend to get stumped when asked certain questions like what are my strengths and weaknesses, or when my interviewer asks if I have any questions. I always freeze up and never know what to say. This class has helped me so much with that. Now I walk in with a resume I am confident about and with the knowledge and all types of great things I can respond with when I am stumped or nervous and don't know what to say. It is a great relief knowing I now have that tool under my belt. There are many great things about the workshops, but by far the biggest help for me is knowing I am prepared in ways I never would have been if it wasn't for this class.

Lisa is a great instructor as well as Maria and anyone else who is involved. You can tell they really care. I am very grateful to be a part of Job Readiness and CWEP”.





## **NOVEMBER 2023 PERFORMANCE REVIEW**

New Training Services Customers Served: **121**

New DVR Customers Served: **50**

New Training Grants Provided: **7**

WFNJ Referrals received: **101**

Individual Assessments: **9**

Youth Employment Services Referrals: **101**

Active Youth Employment Services Clients: **76**

SkillUp Registrants: **74**

Employment Services Customer Appointments: **288**





# UPCOMING EVENTS



## In 2024, learn about FREE Upskilling Online Courses

See how Metrix Learning® supports Employee Development during webinars at 11 a.m. on Jan 11, Feb. 8 and March 14.



SkillUp Greater Raritan using Metrix Learning® is a learning management system with more than 7,000 courses that can be used for internal employee assessment and upskilling. Employers in Hunterdon and Somerset Counties are using the platform for:

- ✓ New Hires – Onboarding standards
- ✓ Career Ascendancy – Identify skills for promotion
- ✓ Managers/Supervisors – Skill development for managers, new and old
- ✓ Technology Training – Ensure staff are familiar with current best practices

Keep track of employee course progress with reports on accesses, course completions, and training hours.

### Course Topics may cover:

- **Entry-Level Skills**, including Workplace Skills, Business Etiquette, Communication and Teamwork
- **Manager/Supervisor Skills**, including Emotional Intelligence, Leadership and Giving Feedback
- **Other Skills**, including Microsoft Office, Customer Service, Project Management, HR/Compliance and Data Analysis

This service is free to employers through Greater Raritan Workforce Development Board grant programs. Join any of the Thursday webinars at <https://meet.goto.com/510433933>. To get started or more details, email [info@thegrwdb.org](mailto:info@thegrwdb.org) or call 908-541-5790.



## Somerset County Park Commission



## JOB FAIR 2024

The Somerset County Park Commission will be hosting a Job Fair to promote Seasonal and Fulltime Employment Vacancies.



For more information visit:  
<https://www.somersetcountyparks.org>

Individuals with a hearing/speech impairment, please call the Relay Service @ 711.

**SATURDAY  
JAN 6TH  
9 - 12PM**

**WEDNESDAY  
JAN 10TH  
4 - 7PM**

PARK COMMISSION HEADQUARTERS

355 MILLTOWN ROAD  
BRIDGEWATER, NJ 08876

LEARN SOMETHING NEW IN 2024!

Register for and use

## SkillUp Greater Raritan

A free online  
learning portal

SkillUp Greater Raritan, presented by the Greater Raritan Workforce Development Board, provides residents of Hunterdon and Somerset counties unlimited, six-month access to 7,000-plus online learning courses. Register to:

- Explore more than 200 career paths
- Do a career assessment and get recommended courses to build your skills and knowledge
- Earn digital certificates and badges, including the Greater Raritan Entry-Level Job-Readiness Badge and the Greater Raritan New Manager Badge
- Study for industry certifications to boost your resume.

### Have questions?

Participate in an introductory webinar being conducted at 3 p.m. on the **first Wednesday of the month in 2024.**

For log-in information, go to the calendar tab of [www.thegrwdb.org](http://www.thegrwdb.org) and click on the webinar date.

For questions, email [grzella@co.somerset.nj.us](mailto:grzella@co.somerset.nj.us) or call 908-541-5790.

Start today! Get free access by going to [www.thegrwdb.org](http://www.thegrwdb.org) and clicking on the Resources - SkillUp Greater Raritan tab.



Fernandel Almonor,  
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