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New York City
Employment &
Training Coalition

New York City Young Adult Workforce Provider Directory, 2011-2012



**A PROJECT OF BUILDING BRIDGES:
CONNECTING THE FOSTER CARE AND WORKFORCE COMMUNITIES
TO SUPPORT POSITIVE OUTCOMES FOR YOUTH**

The New York City Young Adult Workforce Development Directory is a project of *Building Bridges: Connecting the Foster Care and Workforce Communities to Support Positive Outcomes for Youth*

Considering the record-breaking rates of young adult unemployment, the nearly 200,000 disconnected young adults in the five boroughs, and the ever-shrinking social services available to the 1,100 young adults transitioning out of the foster care system each year, **The New York City Young Adult Workforce Development Provider Directory** is a vital resource for agencies aiming to connect young adults to training and job placement.

The New York City Young Adult Workforce Development Provider Directory is a project of *Building Bridges: Connecting the Foster Care and Workforce Communities to Support Positive Outcomes for Youth*, which is a collaboration of F·E·G·S Health and Human Services System, Workforce Professionals Training Institute, the New York City Employment and Training Coalition, and the New York City Administration for Children Services that has been generously supported by New Yorkers for Children.

The objective of *Building Bridges* is to increase employment opportunities for youth currently in and aging out of foster care by improving collaboration and generating long-term connections between foster care providers and community-based workforce development providers via a more systemic approach. The *Building Bridges* collaborative has consisted of a series of professional development workshops and site visits to targeted workforce organizations to foster coordination and partnership

The New York City Employment and Training Coalition developed the *New York City Young Adult Workforce Development Provider Directory* to facilitate referrals and ongoing collaboration between foster care agencies and workforce development providers with a specialty in serving young adults.

Special thanks to Angelina Garneva of the New York City Employment and Training Coalition for diligently amassing the information from providers and skillfully designing this Directory.

For more information about the *New York City Young Adult Workforce Development Provider Directory* please contact the New York City Employment and Training Coalition at info@nycetc.org or 212-253-6873.

Published by the New York City Employment and Training Coalition in partnership with New Yorkers for Children, NYC Administration for Children's Services, F·E·G·S Health and Human Services System, and the Workforce Professionals Training Institute.



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BRONX

Bronx Educational Opportunity Center (SUNY/CUNY)

666 Bathgtae Avenue
 Bronx, NY 10457
 718.530.7009
<http://brx.eoc.suny.edu/>

Frank Munoz,
 Outreach Coordinator
frank.munoz@bronx.eoc.suny.edu

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Bronx	18-24	500

The Educational Opportunity Centers (EOCs) are a program of the State University of New York working to provide free job training and placement services, GED preparation (in English and Spanish), college readiness classes and placement services, and basic adult education to low income New Yorkers around the State. The Bronx EOC, supported by its local sponsor, Bronx Community College, serves over a thousand students every year who have multiple barriers to employment. Its main occupational training programs are within the healthcare sector, preparing students for careers as emergency medical technicians, direct care professionals and medical assistants. Also offered are programs in the information technology sector resulting in Microsoft certification, as well as security guard registration training and training for executive assistant positions. Students in the Medical Assistant and Office Technology programs can partake in an unpaid 6-week internship to obtain hands-on experience. Counselors and job developers are also available to work with all students on all relevant issues necessary to finding and keeping well-paid and sustainable jobs. The Bronx EOC is also a GED testing site in English, Spanish and Special Accommodations, administering over 1200 examinations yearly.

GENERA SERVICES OFFERED BY BEOC TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Pre-GED	Job Readiness	Case Conferencing/ Collaborative Work with Other Agencies
GED	Career Counseling	Case Management - Referrals, guidance and group discussions
Basic Computer Skills Training	External Internship Placement (Unsubsidized / Unpaid)	
ESL	Job Placement	
College Prep	Job Retention	
	Occupational / Sectoral Skills Training: Healthcare, IT, Security Guard	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Non-Profits/CBOs; Healthcare; Technology; Security

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BronxWorks

1130 Grand Concourse 2nd Floor
 Bronx, NY 10456
 718.508.3075
<http://www.bronxworks.org/>

Shalima L. McCants, MSW
 Program Director
smccants@bronxworks.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Bronx	16-24	250

BronxWorks is a Bronx-based settlement house whose mission is to help individuals and families improve their economic and social well-being. From toddlers to seniors, they strive to feed, shelter, teach, and support their neighbors to build a stronger community. Their powerful circle of programs surrounds, sustains, and strengthens families from all sides. BronxWorks' Workforce Development Department assists people that are unemployed, looking for their first job, or need help improving their careers, with specific targeted programs for immigrants and young adults. The EXCEL program assists out-of-school young adults in need of Pre-GED and GED preparatory classes as well as work readiness and post-secondary education. Its Out-of-School Young Adult Program provides 8 weeks of work readiness and customer service training for disconnected young adults ages 16 to 21, with a 1 year follow up after program completion. The organization also partakes in the NYC Department of Youth and Community Development's Summer Youth Employment Program and Young Adult Internship Program. BronxWorks has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, are pregnant and/or parenting, and have physical disabilities.

GENERA SERVICES OFFERED BY BRONX WORKS TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Basic Literacy (for under 6 th grade reading level)
Pre-GED
GED
College Entrance/ Exam Preparation

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
External Internship Placement (Subsidized / Stipend)
"Try-Out" In-House Jobs
Job Placement
Job Retention support
Occupational / Sectoral Skills Training
Summer Youth Employment Program
Young Adult Internship Program

OTHER
Budgeting/ Financial Literacy
Car/Subway Fare for Interviews
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Customer Service/Retail; Security; Healthcare

New York City Young Adult Workforce Development Provider Directory, 2011-2012

CUNY Prep

2122 White Plains Road
Bronx, NY 10462
718.839.8862 ext 204
<http://www.cunyprep.org/>

Kris Foreman,
Admissions Coordinator
KForeman@CUNYPrep.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Bronx	16-19	500

CUNY Prep is a collaborative effort between the Mayor’s Center for Economic Opportunity (CEO) and The City University of New York (CUNY). It offers a full-time day program for out-of-school youth between the ages of 16 and 18 and a part-time evening program (CUNY Prep at Night) for adults 19 and older who lack a high school diploma. Both programs offer rigorous academic courses of study that provide students with the educational skills necessary to earn their High School Equivalency Diploma and successfully enter college. The school places its focus on college and college readiness, not the GED exam alone, expecting all students to have a serious interest in, and commitment to, attending college upon graduating. All students who graduate the program receive follow-up services, such as support from staff, alumni meetings, and assistance with college life. Young adults who have graduated CUNY Prep and are in college can participate in the CUNY Prep Student Workforce Corp, a subsidized internship program that includes job readiness and coaching. CUNY Prep has worked with young adults who are currently or previously have been involved in the foster care system, have a criminal background, and are pregnant and/or parenting.

GENERA SERVICES OFFERED BY CUNY PREP TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
GED
College Counseling
Basic Computer Skills Training
College Entrance/ Exam Preparation

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
Job Placement
Job Retention support
External Internship Placement (Subsidized / Stipend): CUNY Prep Student Workforce Corp
Occupational / Sectoral Skills Training

OTHER
Budgeting/ Financial Literacy
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
Car/Subway Fare for Interviews

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Non-profits/CBOs; Maintenance; various offices and departments within the CUNY organization and its colleges (e.g. Lehman Art Gallery, College Now offices, CUNY 311)

New York City Young Adult Workforce Development Provider Directory, 2011-2012

East Side House Settlement Inc.

337 Alexander Ave.
Bronx, NY 10454
718.665.5250 ext.251
<http://www.eastsidehouse.org/>

Brittany Taylor,
Admin Assistant/Student Liaison
btaylor@eastsidehouse.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Bronx	18-24	286

East Side House Settlement works to enrich the South Bronx community through a commitment to education, with an especially strong focus on critical developmental periods – early childhood and adolescence – and critical junctures – points at which people are determined to become economically independent. The Youth and Adult Education Services (Y.A.E.S) program assists young adults 17 years and older in improving their foundation skills in problem solving, communication, computation, and competence in self-management. Students also participate in a 6-week comprehensive computer and job-readiness program, and have the opportunity to enroll in Pre-GED and GED classes. East Side House Settlement also offers an Employment Skill Development program that consists of 6-8 hour-long workshops. In addition to mostly working with young adults who lack a high school diploma or GED, East Side House Settlement also has experience working with participants who are currently or previously have been involved in the foster care system, have a criminal background, and are pregnant and/or parenting.

GENERA SERVICES OFFERED BY ESHS TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Pre-GED	Job Readiness	Professional Clothing for Youth
GED	Career Counseling	Budgeting/ Financial Literacy
Basic Computer Skills Training	Job Coaching	Car/Subway Fare for Interviews (if necessary)
College Entrance/ Exam Preparation	External Internship Placement (Subsidized / Stipend)	Case Conferencing/ Collaborative Work with Other Agencies
College Placement & Retention	External Internship Placement (Unsubsidized / Unpaid)	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
	Job Placement	
	Job Retention support	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Non-Profits/CBOs; Customer Service/Retail; Education; Food Service

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F-E-G-S Health and Human Services System

315 Hudson Street
 New York, NY 10013
 212.366.8531
<http://www.fegs.org/>

Courtney Hawkins,
 VP of Education and Youth Services
chawkins@fegs.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Bronx; Brooklyn; Manhattan; Queens	14-24	4,500

F-E-G-S Health and Human Services System delivers a broad range of services to more than 100,000 individuals and families a year, at more than 350 facilities, residences and offsite locations across New York City and on Long Island. The mission of F-E-G-S's Education and Youth Services (EYS) Division is to help at-risk youth reach their potential and become self-sufficient. Each year, F-E-G-S helps 4,500 young people as they work to graduate from high school, obtain a GED, enter college and prepare for and obtain employment. F-E-G-S's Bronx Youth Center, located in the South Bronx, provides education, career development and supportive services for disconnected young adults ages 16-24 and includes a unique program for youth aging out of foster care called The Academy. Also located at the Bronx Youth Center are the Young Adult Internship Program and Social Innovation Fund Project Rise, an educationally conditioned internship program that also offers a full year of education and supportive services. F-E-G-S also operates a number of school based Learning to Work programs for overage and under-credited high school students that provide students with comprehensive supportive services along with paid internships and college planning support. F-E-G-S has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, are pregnant and/or parenting, and have a physical disability.

GENERAL SERVICES OFFERED BY F-E-G-S TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Literacy (for under 6 th grade reading level)	Job Readiness	Professional Clothing for Youth
Pre-GED	Career Counseling	Budgeting/ Financial Literacy
GED	Job Coaching	Car/Subway Fare for Interviews
Basic Computer Skills Training	External Internship Placement (Subsidized / Stipend)	Case Conferencing/ Collaborative Work with Other Agencies
College Entrance/ Exam Preparation	External Internship Placement (Unsubsidized / Unpaid)	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
College Transition Support	"Try-Out" In House Jobs	The Academy (specifically for foster care young adults)
	Job Placement	
	Job Retention support	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:

Clerical/Office; Non-Profits/CBOs; Customer Service/Retail; Day Care; Food Service; Security

New York City Young Adult Workforce Development Provider Directory, 2011-2012

Good Shepherd Services

2471 Morris Avenue, 3rd Floor
 Bronx, NY 10468
 718.924.2511
www.goodshepherds.org

Kristy Grammer,
 Director, Gov't Contracts & Program Development
 kristy_grammer@goodshepherds.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Bronx; Brooklyn; Manhattan	14-24	N/A

Good Shepherd Services is a leading youth development, education and family service agency that serves over 23,000 program participants a year. GSS gives vulnerable youth in New York City the opportunity to take ownership of their future, making a difference today and for the next generation. Focusing on high-need communities in Brooklyn, Manhattan, and the Bronx, GSS provides a broad array of individual, family and school-based services to prevent youth from becoming disconnected from family, school and society. It also works to help those that are already disconnected or transitioning in their lives, helping them reconnect with their community, education and employment. Its Learning to Work (LTW) programs offer in-depth exploration of career and educational options, as well as hands-on experience through subsidized internships to students in its transfer schools, Access GED, and YABC programs. LTW activities help youth to build skills and provide exposure to career paths in a safe learning environment. GSS offers comprehensive job-readiness workshops covering such topics as appropriate work behavior, interviewing skills, money management, and resume creation. GSS also reaches out to local businesses to help create opportunities for the young people, provide stipends for the internships, and ongoing supervision and support during the placement.

GENERA SERVICES OFFERED BY GSS TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Basic Literacy (for under 6 th grade reading level)
Pre-GED
GED
Basic Computer Skills Training
College Entrance/ Exam Preparation

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
“Try-Out” In-House Internships/Jobs
External Internship Placement
Job Placement
Job Retention support
Occupational / Sectoral Skills Training

OTHER
Professional Clothing for Youth
Budgeting/ Financial Literacy
Car/Subway Fare for Interviews
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Banks/Financial Services; Clerical/Office; Non-Profits/CBOs; Construction; Customer Service/Retail; Security Day Care; Food Service; Healthcare; Hospitality; Maintenance; Manufacturing; Technology; Transportation

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Henkels & McCoy

Gould Residence Hall (Bronx Community College)
 2155 University Avenue
 Bronx, NY 10453
 718.706.0407
<http://www.henkels.com/>

Nichol Perry,
 Career Coach
npperry@henkels.com

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Bronx; Queens	16-24	350

Henkels & McCoy, Inc. is a nationwide utility construction, engineering, and training services corporation. As both a training facility and a large-scale private sector employer, H&M understands the skills and attributes that businesses look for in entry level employees. H&M works to offer training in demand occupations (e.g., retail, customer service) with good wages at hire, good retention rates, growth within the industry, and provide custom training for private entities. H&M Career Connections works to help both In-School and Out-of-School youth work through individuals' barriers to self-sufficiency in order to successfully enter the workforce. Its 4-week Career Connections program helps youth ages 17-21 and includes job readiness instruction and GED preparation, as well as training on computer assembly, green collar jobs, customer service and construction. Three certifications are offered in construction (Occupational Safety and Health Administration 10), customer service (National Retail Federation Customer Service Certificate), and green building (National Center for Construction Education and Research Certificate). The organization offers various incentives to keep students motivated and working such as Build to Keep, a program in which all participants build and keep their own computer, and monetary rewards for passing certification exams, and obtaining and retaining a job. H&M has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, are pregnant and/or parenting, and have physical disabilities.

GENERA SERVICES OFFERED BY H&M TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Literacy (for under 6 th grade reading level)	Job Readiness	Professional Clothing for Youth (make referrals)
Pre-GED	Career Counseling	Budgeting/ Financial Literacy
GED	Job Coaching	Car/Subway Fare for Interviews
Basic Computer Skills Training	External Internship Placement (Subsidized / Stipend)	Case Conferencing/ Collaborative Work with Other Agencies
College Entrance/ Exam Preparation	"Try-Out" In-House Jobs	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
	Job Placement	Computer Building
	Job Retention support	
	Occupational / Sectoral Skills Training: Green Collar Jobs, Customer Service and Construction	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:

Clerical/Office; Non-Profits/CBOs; Construction;
 Customer Service/Retail; Food Service; Security; Technology

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Mid-Bronx Council Services, Inc.

1125 Grand Concourse
Bronx, NY 10452
718.410.6735
www.midbronx.org/

Oliver Perry
Director, Job Resource Center/Youth Services
operry@midbronx.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Bronx	16-24	300

Mid – Bronx Council Services, Inc. have helped local residents find and keep quality employment for over ten years. Mid-Bronx serves adults, youth and disconnected youth by utilizing its network of relationships and job bank consisting of local businesses, institutions, and non – profits community base organizations. It provides work readiness orientation every other Friday followed by a seven day Work Readiness Training. The Mid – Bronx Job Resource Center also posts weekly job openings and information concerning job fairs and make them available to the community in connection with job counseling. The staff provides one to one counseling with each client who has an application on file. In addition follow-up services are provided with each customer on a ninety day interval including support services, job search assistance, and placement and career development. The Job Resource Center offers a variety of training for resume building, interview techniques and work related technologies. Mid – Bronx also offers a one week certified training in Work Readiness, approved by the NYS Department of Labor and the NYC Workforce Investment Board. Other certified trainings approved by both the State of New York and New York City include Administrative Assistant, Food Prep/Food Safety, Custodial Maintenance, Customer Services (New), Computer Literacy (in collaboration with Per Scholas) and Locksmith training.

GENERSERVICES OFFERED BY MID-BRONX TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
GED
Basic Computer Skills Training

EMPLOYMENT RELATED
Job Readiness
Career Counseling
External Internship Placement (Unsubsidized / Unpaid)
External Internship Placement (Subsidized / Stipend)
Job Coaching
In-House Internships
Job Placement
Job Retention support
Occupational / Sectoral Skills Training: Administrative Assistant; Food Prep/Food Safety; Custodial; Locksmith; Customer Services; Computer Literacy

OTHER
Professional Clothing for Youth
Budgeting/ Financial Literacy
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Non-Profits/CBOs; Customer Service/Retail; Day Care; Food Service; Healthcare; Hospitality; Security

The Osborne Association

809 Westchester Avenue
 Bronx, NY 10455
 718.707.2600
<http://www.osborneny.org/>

John Valverde,
 Director of Workforce Development
jvalverde@osborneny.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Bronx	18-24	50

The Osborne Association offers opportunities for individuals who have been in conflict with the law to transform their lives through innovative, effective, and replicable programs that serve the community by reducing crime and its human and economic costs. The organization receives funding from the NYC Department of Probation and the Center for Economic Opportunity, through Mayor Michael R. Bloomberg's Young Men's Initiative, for its Justice Community Program called Community Works. The program offers job readiness training, cognitive behavioral therapy, environmental literacy, educational services and engages young adults in civic involvement through the delivery of a community benefit project. The elements listed below are components of this initiative. The Osborne Association also serves young adults through El Rio, its substance abuse treatment program. The organization

GENERA SERVICES OFFERED BY OSBORNE TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Pre-GED	Job Readiness	Professional Clothing for Youth
GED	Career Counseling	Budgeting/ Financial Literacy
Basic Computer Skills Training	Job Coaching	Drug Testing
College Entrance/ Exam Preparation	External Internship Placement (Subsidized / Stipend)	Case Conferencing/ Collaborative Work with Other Agencies
Cognitive Behavioral Therapy	External Internship Placement (Unsubsidized / Unpaid)	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
Environmental Literacy	Job Placement	Car/Subway Fare for Interviews
	Job Retention support	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Building Services; Green Construction; Food Service; Manufacturing

Neighborhood Coalition for Shelter

1323 Louis Nine Blvd
 Bronx, NY 10459
 917.477.2210
<http://www.ncsinc.org/>

Rebecca Marriott, LMSW
 Director of Vocational and Educational Services
rmariott@ncsinc.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Bronx; Manhattan	18-24	55

The Neighborhood Coalition for Shelter, Inc. (NCS) serves people who are chronically homeless, formerly homeless or at-risk of becoming homeless. Established by religious and community leaders on Manhattan’s Upper East Side with the aim of addressing root problems of homeless individuals, NCS provides a comprehensive continuum of programs, including vocational and educational programs, substance abuse treatment and supportive temporary, transitional and permanent housing. NCS’s Luis Nine House is especially geared towards young adults, providing supportive housing and programs to 46 young adults who are homeless or aging out of foster care, as well as other barriers to self-sufficiency such as a lack of a high school diploma or GED, criminal backgrounds, and physical and mental disabilities. NCS offers job training in Business Management and E-Commerce through its 16-week Emporium Online course. Alongside its experience with young adults from the foster care system, NCS has also worked with young adults who lack a high school diploma or GED, have a criminal background, are pregnant and/or parenting, and have physical disabilities.

GENERA SERVICES OFFERED BY NCS TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Basic Literacy (for under 6 th grade reading level)
Pre-GED
GED
Basic Computer Skills Training
College Entrance/ Exam Preparation

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
“Try-Out” In-House Jobs
Job Placement
Job Retention support
Occupational / Sectoral Skills Training: Emporium Online

OTHER
Professional Clothing for Youth
Budgeting/ Financial Literacy
Drug Testing
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
Car/Subway Fare for Interviews

Young Adult Participants Typically Placed in the Following Office; Customer Occupations/Sectors:
Clerical/ Service/Retail; Technology

New York City Young Adult Workforce Development Provider Directory, 2011-2012

SCAN New York

345 East 102nd Street, Suite 301
 New York, NY 10029
 212.289.8030
<http://www.scanny.org/>

Eugene Rodriguez,
 Executive Director
generodriguez74@gmail.com

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan; Bronx	14-24	1,000

SCAN NY works to provide at-risk families and children living in East Harlem and South Bronx with integrated family-focused programming which uses a positive approach, harnessing individual strengths and aiming to foster responsibility, self-esteem, initiative and the development of life skills. Its award-winning upward-bound program “Reach for the Stars” provides career and college-readiness services such as counseling, tutoring, assistance with college applications, and financial aid to high-school students. SCAN offers occupational training and certification in NRF Customer Service and BPI Building Analyst, as well as direct placement services for the DYCD-sponsored Jobs To Build On program for out-of-school, out-of-work and transitioning young adults. SCAN has strong experience in working with young adults who have entered the criminal justice system. The SCAN Violence Prevention Program serves arrested teenagers in the Bronx and Northern Manhattan, employing a variety of tactics to reduce future arrests and increase personal development such as individual, peer and family counseling; home, school, and prison visits; crisis intervention; parent training; martial arts; and electronic curfew management. Furthermore, SCAN has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, are pregnant and/or parenting, and have a physical disability.

GENERA SERVICES OFFERED BY SCAN TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Literacy (for under 6 th grade reading level)	Job Readiness	Professional Clothing for Youth
Pre-GED	Career Counseling	Budgeting/ Financial Literacy
GED (by referral)	Job Coaching	Drug Testing
Basic Computer Skills Training	External Internship Placement (Subsidized / Stipend)	Case Conferencing/ Collaborative Work with Other Agencies
College Entrance/ Exam Preparation	“Try-Out” In House Jobs	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
	Job Placement	Car/Subway Fare for Interviews
	Job Retention support	
	Occupational / Sectoral Skills Training: Computer Training	
	Jobs To Build On Program	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Non-Profits/CBOs; Day Care; Customer Service/Retail; Hospitality; Maintenance; Technology; Architectural Firm

South Bronx Overall Economic Development Corporation

555 Bergen Avenue
Bronx, NY 10455
718.732.7520
<http://www.sobro.org/>

Ayca Ergeneman,
VP of Development
aergeneman@sobro.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Bronx	14-24	1,000

SoBRO improves the quality of life in the South Bronx by generating business growth and creating effective economic, housing, educational and career programs for youth and adults. The organization provides courses in adult basic education, GED preparation, ESOL (English for Speakers of Other Languages), and civics. SoBRO also help clients secure quality employment by offering vocational training and certification in high-growth industries, as well as job placement services, which are facilitated by its solid relationships with over 400 businesses and employers. Young adults can be introduced to a wide range of career fields through participation in internships and industry-related activities, such as music production, graphic design and journalism, as well as listening to guest speakers from various industries. SoBRO also offers occupational skills training in construction, healthcare, brownfields remediation, transportation and retail, as well as training on business-relevant software programs. Young adults can also participate in YouthBuild, a 10-month educational and vocational training program for disconnected youth that prepares participants for the construction industry. SoBRO has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, and are pregnant and/or parenting.

GENERAL SERVICES OFFERED BY SOBRO TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Literacy (for under 6 th grade reading level)	Job Readiness	Budgeting/ Financial Literacy
Basic Computer Skills Training	External Internship Placement (Subsidized / Stipend)	Case Conferencing/ Collaborative Work with Other Agencies
Pre-GED	External Internship Placement (Unsubsidized / Unpaid)	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
GED	Career Counseling	
College Entrance/ Exam Preparation	Job Placement	
	Job Retention support	
	Occupational / Sectoral Skills Training: Healthcare, Brownfields Remediation, Transportation and Retail	
	YouthBuild	
	Summer Youth Employment Program	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Non-profits/CBOs; Construction; Customer Service/Retail; Hospitality; Healthcare; Transportation

BROOKLYN

New York City Young Adult Workforce Development Provider Directory, 2011-2012

Access Careers

25 Elm Place # 201
 Brooklyn, NY 11201
 718.643.9060
www.AccessCareers.Edu

Dr. GeeCee Pat,
 Director
AccessCareers@USA.com

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn	22-24	200

Access Careers, a vocational training institute was incorporated in 1996. Access Careers offers accredited educational programs above post secondary levels in the healthcare, management and technology occupational sectors. These include but are not limited to careers in e-commerce, business accounting, graphic design, medical assistance, information technology. Access Careers provides employment services for its students and alumni through its network of employers and businesses. The school has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, and are pregnant and/or parenting.

GENERA SERVICES OFFERED BY ACCESS CAREERS TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
GED
Basic Computer Skills Training

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
External Internship Placement (Subsidized / Stipend)
External Internship Placement (Unsubsidized / Unpaid)
Job Placement
Job Retention support
Occupational / Sectoral Skills Training: Healthcare; Management; Information Technology

OTHER
Professional Clothing for Youth

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Banks/Financial Services; Clerical/Office; Customer Service/Retail; Day Care; Healthcare; Hospitality; Manufacturing; Security; Technology

New York City Young Adult Workforce Development Provider Directory, 2011-2012

AHRCNYC (NYC Chapter of NYSARC)

57 Willoughby Street
 Brooklyn, New York 11201
 212.895.3370
<http://www.ahrcnyc.org/>

Gohar Gharibyan,
 Client Service Coordinator
gohar.gharibyan@ahrcnyc.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn	18-24	65

AHRCNYC currently serves over 15,000 individuals with intellectual and developmental disabilities throughout the five boroughs, offering a wide range of programs, services and supports tailored to meet their specific needs. AHRCNYC's School to Work Programs help individuals in special education classes to smoothly transition from school into AHRC training or internship programs or direct employment opportunities. Aside from its daily job readiness and placement programs, AHRC also offers E-SEMP (Enhanced Supported Employment) services that are designed to allow flexibility in development of the individual employment outcomes and affords individuals with significant barriers the opportunity to work in the community. AHRCNYC offers training programs in specific fields for Out of School Youth ages 18 to 21. The training programs begin with work readiness and focus on resume building, time management and team work followed by an externship, which provides hands-on experience in a chosen field. Training programs and credentials are available in Janitorial Services, Hotel Housekeeping, and Food Services. AHRC has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, and have a criminal background.

GENERA SERVICES OFFERED BY AHRC TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Basic Literacy (for under 6 th grade reading level)

EMPLOYMENT RELATED
Job Readiness
Job Coaching
External Internship Placement (Unsubsidized / Unpaid)
Occupational / Sectoral Skills Training: Housekeeping, Janitorial and Food Services training with credentials
Job Placemen
Job Retention support
Young Adult Internship Program (YAIP)

OTHER
Budgeting/ Financial Literacy
Car/Subway Fare for Interviews
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
Case Conferencing/ Collaborative Work with Other Agencies
Reduced fare Metro card application

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Customer Service/Retail; Food Service; Maintenance; Security

Bedford Stuyvesant Restoration Corporation

1368 Fulton Street
 Brooklyn, NY 11216
 718.636.6972
<http://www.restorationplaza.org/>

Jako Borren,
 Director of Program Operations
jborren@restorationplaza.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn	14-24	140

Since its creation in 1967 as a national model for community development propelled in part by Senator Robert Kennedy, the Bedford Stuyvesant Restoration Corporation (Restoration) has catalyzed economic, cultural, and educational improvements in Central Brooklyn in the areas of housing, and economic, cultural and social development. Within its spectrum of services, Restoration offers training and placement services designed to help both general jobseekers and special needs populations find and maintain employment. Restoration’s focus on youth development is reflected in the wide variety of programs and services tailored specifically towards both in-school and out-of-school youth. Its College Access Center provides intensive life skills and college preparatory services, counseling, internships and wrap around supports to in-school youth and their families with the goal of enhancing high school and college graduation rates in Central Brooklyn. Young adults ages 18-24 can participate in specific programs such as a 10 week OSHA certified Green Construction training and a job readiness training program that takes place throughout the month. Restoration has worked with young adults who lack a high school diploma or GED, have a criminal background, and are pregnant and/or parenting.

GENERA SERVICES OFFERED BY RESTORATION TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Basic Literacy and GED (via referral)
Computer Skills Training (via referral)
College Entrance/ Exam Preparation
College Access Program

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
External Internship Placement (Subsidized / Stipend)
External Internship Placement (Unsubsidized / Unpaid)
Try-Out” In House Jobs
Job Placement
Job Retention support
Occupational / Sectoral Skills Training incl. Green Construction

OTHER
Professional Clothing for Youth (via referral)
Budgeting/ Financial Literacy incl. Tax Preparation Assistance
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Non-Profits/CBOs; Construction; Customer Service/Retail; Food Service; Hospitality; Maintenance; Manufacturing; Security

Brooklyn Workforce Innovations

621 Degraw Street
 Brooklyn, NY 11217
 718.237.2017 ext125
[http://www.bwiny.org/](http://www.bwiny.org)

Katherine Girgis,
 Program Assistant
KGirgis@BWINY.org (917) 477 2210

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn	10-24	N/A

Brooklyn Workforce Innovations (BWI) empowers low- and moderate-income people by creating living-wage employment opportunities and access to career paths. BWI identifies sectors of the economy that offer good starting wages for skilled entry-level workers and opportunities to advance over time, and offers free full-time training in these sectors to jobless and working poor New Yorkers. BWI offers training programs in the commercial driving, telecommunications cable installation, TV and film production, and skilled woodworking industries. These programs combine intensive classroom teaching with hands-on learning that culminates in industry-recognized credentials that are earned through rigorous examinations or work periods. BWI also operates New York Drives, a program that combines job readiness training with driver's education leading to a NYS Class D License and entry into a training that requires a driver's license for employment. In partnership with Fifth Avenue Committee, Inc., BWI also offers several general programs for jobseekers such as Neighborhood Employment Services, which provides resume assistance, job placement, and referrals to training. Other partnership programs include Building Works, a pre-apprenticeship training program for the building trades, and a Single Stop benefits access and advocacy program, which provides access to free entitlements, advocacy, legal advice and/or representation, tax preparation services and financial counseling. BWI has experience working with young adults and jobseekers with exposure to the criminal and juvenile justice systems.

GENERAL SERVICES OFFERED BY BWI TO TEENS AND YOUNG ADULTS

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Placement
Job Retention support
Occupational / Sectoral Skills Training: Commercial Driving; Telecommunications Cable Installation; TV and Film Production; Woodworking

OTHER
Budgeting/ Financial Literacy
Drug Testing (for some programs)
Car/Subway Fare for Interviews (as needed)

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Construction; Customer Service/Retail; Food Service; Healthcare; Maintenance; Manufacturing; Security; Commercial Driving; Cable Installation; Film and Television Production; Woodworking

New York City Young Adult Workforce Development Provider Directory, 2011-2012

CAMBA

2211 Church Avenue suite #204
 Brooklyn, NY 11226
 718.462.4244
<http://www.camba.org/>

Daniel Manbode,
 Supervisor
danielm@camba.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn	16-21	42

Working to help individuals and families achieve self-sufficiency and community well-being, CAMBA offers integrated services and programs in the areas of Economic Development, Education & Youth Development, Family Support Services, HIV/AIDS Services, Housing Services & Development, and Legal Services. CAMBA's Out of School Youth (OSY) program, "Next Step," offers out-of-school eligible students ages 16-21 comprehensive training to meet their individual employment and educational goals. Students partake in Protection Manager Training that covers the New York City Department of Health and Mental Hygiene health codes standards for food establishments/workers throughout New York City, as well as Work Readiness Training that includes interview preparation, job search techniques and resume writing and Basic Skills Instruction to prepare for GED exam and/or college admissions. CAMBA also offers a wide variety of workforce development programs for older individuals, including young adults ages 18 to 24. These include Jobs to Build On for individuals with limited job histories or long-term unemployment as well as the Educational Resources program that combines adult education, job readiness training, and job training and placement in the fields of security and customer service. CAMBA has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, are pregnant and/or parenting, and have a physical disability.

GENERAL SERVICES OFFERED BY CAMBA TO TEENS AND YOUNG ADULTS

EMPLOYMENT RELATED
Job Readiness
Job Placement
Occupational / Sectoral Skills Training: Security Officer Training; Customer Service and Critical Thinking Training
Summer Youth Employment Program

OTHER
Professional Clothing for Youth: "Dress for Success" and "Career Gear"
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
Car/Subway Fare for Interviews

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Customer Service/Retail; Food Service; Hospitality; Security

New York City Young Adult Workforce Development Provider Directory, 2011-2012

Center for Family Life in Sunset Park

345 43rd Street
 Brooklyn, NY 11232
 718.840.1640
<http://www.cflsp.org/>

Erika Lea,
 Program Supervisor
erika.cflsp@gmail.com

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn	14-24	1,500

The Center for Family Life (CFLSP) is a neighborhood-based family and social services organization in Sunset Park, Brooklyn that works to empower individuals and families to grow and thrive individually and as a community. CFLSP offers a comprehensive range of programs and services that address families' needs from every angle, including family counseling and neighborhood-based foster care; cultural, educational and recreational programs at neighborhood public schools; adult and youth employment programs; and an emergency storefront for food and advocacy. For students of Sunset Park High School, CFLSP offers the In School Youth Program, which provides work-readiness and college prep for 11th and 12th graders, and stipended internships for juniors. For young adults of all boroughs CFLSP offers stipended Counselor-In-Training positions at 2 of its elementary school afterschool programs. Its Summer Youth Employment Program provides 7 weeks of summer work experience to more than 800 young adults ages 14 to 24 from all boroughs.

GENERAL SERVICES OFFERED BY CFLSP TO TEENS AND YOUNG ADULTS

EMPLOYMENT RELATED
Job Readiness
Career Counseling
"Try-Out" In-House Jobs
Summer Youth Employment Program
Counselor-In-Training positions
Stipend internships for 11th graders at Sunset Park High School

OTHER
Budgeting/ Financial Literacy

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Non-Profits/CBOs; Customer Service/Retail; Day Care; Healthcare; Maintenance

Council of Jewish Organizations (COJO) of Flatbush

1550 Coney Island Avenue
 Brooklyn, New York 11230
 718.377.2900
www.cojoflatbush.org

Alice Bassiur,
 Director, Employment Department
bassiura@jewishcouncil.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn	16-24	29

The mission and purpose of the Council of Jewish Organizations of Flatbush is to provide comprehensive programs and services to the underserved, needy and diverse multi-generational populations of southern Brooklyn. COJO of Flatbush coordinates the efforts of all parts of the Jewish Community, including educational, health care, religious, and social welfare institutions, acting as a principal advocate for communal and individual needs since its establishment in 1979. Workforce development services include: employment education, skills training, job placement services, career development and job readiness skills. COJO offers individual counseling workshops focusing on: resume writing, interviewing skills, career planning, job matching, job coaching, ESL (English), basic computer literacy, Quickbooks for Bookkeeping, job referrals, and job placement. COJO also offers the DYCD Out-of-School Youth program for 16-21 year-old young adults who are not connected to school or work, or who need assistance upgrading their job skills.

GENERA SERVICES OFFERED BY COJO TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
GED
Basic Computer Skills Training
College Entrance/ Exam Preparation

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
Job Placement
Job Retention support
Out of School Youth Program
Summer Youth Employment Program

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Healthcare

Cypress Hills Local Development Corporation

625 Jamaica Ave
 Brooklyn, NY 11208
 718.647.2800 ext. 122
<http://www.cypresshills.org/>

Lowell Herschberger,
 Director of Career and Education Programs
lowellh@cypresshills.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn	16-24	160

The Cypress Hills Local Development Corporation (CHLDC) is a not-for-profit community organization serving 8,000 residents a year through a comprehensive array of community service programs and neighborhood development projects. Its Career and Educational Development Programs help youth and adults expand their skills and opportunities and invigorate the community. CHLDC's YouthLEAD is geared towards young adults ages 16 to 24 who are not in school or working and provides GED prep, job readiness and employment services. CHLDC also has Building Works, a 14-week carpentry training pre-apprenticeship program in collaboration with the Carpenter's Union. Also available is the COACH Young Adult Internship Program, a 14-week subsidized internship program for disconnected young adults ages 17 to 24 with a 9 months follow up. For young adults seeking to attend college, CHLDC's Moving Toward Achievement program in partnership with City Tech and Kingsborough helps participants apply to and enter college through individual counseling, workshops, and college trips. CHLDC has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, are pregnant and/or parenting, and have a physical disability.

GENERA SERVICES OFFERED BY CHLDC TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Basic Literacy (for under 6 th grade reading level)
Pre-GED
GED
Basic Computer Skills Training
College Entrance/ Exam Preparation

EMPLOYMENT RELATED
Job Readiness
Career Counseling
External Internship Placement (Subsidized / Stipend)
Job Placement
Job Retention support
Occupational / Sectoral Skills Training: Carpentry training; Construction training
Summer Youth Employment Program
Young Adult Internship Program

OTHER
Budgeting / Financial Literacy
Car/Subway Fare for Interviews
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)

Young Adult Participants Typically Placed in the Following Occupations/Sectors:

Clerical/Office; Construction; Customer Service/Retail; Day Care; Food Service; Healthcare; Hospitality; Maintenance; Security

D.R.E.A.M.S. YouthBuild and Young Adult Training Program

1615 St John's Place
Brooklyn, NY 11233
718.455.4308

<http://www.dreamsyouthbuildged.com/>

Ditashiah Kohn,
Youth Programs Director
Dkohn@shfinc.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn	18-24	65

The DREAMS – Dedicated, Responsible, Educated, Accountable, Motivated, and Self Sufficient – YouthBuild and Young Adult Training Program combines GED preparation with intensive training in construction, helping young adults obtain the hard and soft skills necessary to enter the construction sector. Aimed at providing low-income young people with education and meaningful work experience as a service to their communities and means to achieving self-sufficiency, YouthBuild engrains strong life and job skills in young adults through hands-on work building affordable housing for homeless and low-income people. Strong emphasis is placed on leadership development and community service in this 10 month program. DREAMS YouthBuild has worked with young adults who are currently or previously have been involved in the foster care system, have a criminal background, and are pregnant and/or parenting.

GENERA SERVICES OFFERED BY DREAMS YOUTHBUILD TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Literacy (for under 6 th grade reading level)	Job Readiness	Professional Clothing for Youth
Pre-GED	Career Counseling	Budgeting/ Financial Literacy
GED	Job Coaching	Drug Testing
Basic Computer Skills Training	External Internship Placement (Subsidized / Stipend)	Case Conferencing/ Collaborative Work with Other Agencies
College Entrance/ Exam Preparation	Job Placement	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
Diploma Program	Job Retention support	Car/Subway Fare for Interviews
	Occupational / Sectoral Skills Training: Construction certification (NCCER)	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:

Clerical/Office; Non-Profits/CBOs; Construction;
Customer Service/Retail; Food Service; Maintenance; Security

New York City Young Adult Workforce Development Provider Directory, 2011-2012

exalt: Elevating Expectations for Youth

175 Remsen Street, Suite 1000
 Brooklyn, NY 11201
 646.442.6552
<http://www.exaltyouth.org/>

Gisele Castro
 Director of Programs & External Relations
giselecastro@exaltyouth.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn	14-19	100

exalt is an internship-focused youth development organization that aims to transform the lives of court-involved youth by equipping them with the skills and experience necessary to become self-sufficient members of society through substantive and supported internships. The *exalt* educational internship program model consists of five key components: 1) Engagement & Enrollment Phase upon referral to the program for a comprehensive needs/baseline assessment process; 2) Pre- and Post- Internship Training to build students' core life skills along with other traditional employability skills; 3) Paid Internships that are carefully matched to student interests, developmental needs and skill set; 4) Post-Internship Skill Development & Support Services during which students develop a six-month individual progress plan reflecting their unique needs while also attending a targeted workshop series; 5) Alumni Networking to provide ongoing access to educational support, career exploration and other resources. This approach aimed at fostering an overall transformative experience is designed to help participants develop four core skills that will aid young adults in avoiding the criminal justice system, engaging in their education and increasing their employability and financial self-sufficiency: critical thinking, communication, creative problem solving, and "resource management" - the ability to identify, effectively utilize, leverage and develop resources. Along with specifically working with young adults who have a criminal background, *exalt* also has experience with participants who have previously been involved in the foster care system, or lack a high school diploma or GED.

GENERSERVICES OFFERED BY EXALT TO TEENS AND YOUNG ADULTS

EMPLOYMENT RELATED
Job Readiness
Career Counseling
External Internship Placement (Subsidized / Stipend)
Occupational / Sectoral Skills Training

OTHER
Car/Subway Fare for Interviews
Budgeting/ Financial Literacy
Case Conferencing/ Collaborative Work with Other Agencies

Young Adult Participants Typically Placed in Internships in the Following Occupations/Sectors:
Clerical/Office; Non-Profits / CBOs; Customer Service/Retail; Hospitality; Technology

New York City Young Adult Workforce Development Provider Directory, 2011-2012

F-E-G-S Health and Human Services System

315 Hudson Street
 New York, NY 10013
 212.366.8531
<http://www.fegs.org/>

Courtney Hawkins,
 VP of Education and Youth Services
chawkins@fegs.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Bronx; Brooklyn; Manhattan; Queens	14-24	4,500

F-E-G-S Health and Human Services System delivers a broad range of services to more than 100,000 individuals and families a year, at more than 350 facilities, residences and offsite locations across New York City and on Long Island. The mission of F-E-G-S's Education and Youth Services (EYS) Division is to help at-risk youth reach their potential and become self-sufficient. Each year, F-E-G-S helps 4,500 young people as they work to graduate from high school, obtain a GED, enter college and prepare for and obtain employment. F-E-G-S's Bronx Youth Center, located in the South Bronx, provides education, career development and supportive services for disconnected young adults ages 16-24 and includes a unique program for youth aging out of foster care called The Academy. Also located at the Bronx Youth Center are the Young Adult Internship Program and Social Innovation Fund Project Rise, an educationally conditioned internship program that also offers a full year of education and supportive services. F-E-G-S also operates a number of school based Learning to Work programs for overage and under-credited high school students that provide students with comprehensive supportive services along with paid internships and college planning support. F-E-G-S has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, are pregnant and/or parenting, and have a physical disability.

GENERAL SERVICES OFFERED BY F-E-G-S TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Literacy (for under 6 th grade reading level)	Job Readiness	Professional Clothing for Youth
Pre-GED	Career Counseling	Budgeting/ Financial Literacy
GED	Job Coaching	Car/Subway Fare for Interviews
Basic Computer Skills Training	External Internship Placement (Subsidized / Stipend)	Case Conferencing/ Collaborative Work with Other Agencies
College Entrance/ Exam Preparation	External Internship Placement (Unsubsidized / Unpaid)	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
College Transition Support	"Try-Out" In House Jobs	The Academy (specifically for foster care young adults)
	Job Placement	
	Job Retention support	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:

Clerical/Office; Non-Profits/CBOs; Customer Service/Retail; Day Care; Food Service; Security

New York City Young Adult Workforce Development Provider Directory, 2011-2012

Good Shepherd Services

441 Fourth Avenue
 Brooklyn, NY 11215
 718.788.0666
www.goodshepherds.org

Kristy Grammer,
 Director, Gov't Contracts & Program Dev
 kristy_grammer@goodshepherds.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Bronx; Brooklyn; Manhattan	14-24	N/A

Good Shepherd Services is a leading youth development, education and family service agency that serves over 23,000 program participants a year. GSS gives vulnerable youth in New York City the opportunity to take ownership of their future, making a difference today and for the next generation. Focusing on high-need communities in Brooklyn, Manhattan, and the Bronx, GSS provides a broad array of individual, family and school-based services to prevent youth from becoming disconnected from family, school and society. It also works to help those that are already disconnected or transitioning in their lives, helping them reconnect with their community, education and employment. Its Learning to Work (LTW) programs offer in-depth exploration of career and educational options, as well as hands-on experience through subsidized internships to students in our transfer schools, Access GED, and YABC programs. LTW activities help youth to build skills and provide exposure to career paths in a safe learning environment. GSS offers comprehensive job-readiness workshops covering such topics as appropriate work behavior, interviewing skills, money management, and resume creation. GSS also reaches out to local businesses to help create opportunities for the young people, provide stipends for the internships, and ongoing supervision and support during the placement.

GENERA SERVICES OFFERED BY GSS TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Literacy (for under 6 th grade reading level)	Job Readiness	Professional Clothing for Youth
Pre-GED	Career Counseling	Budgeting/ Financial Literacy
GED	Job Coaching	Car/Subway Fare for Interviews
Basic Computer Skills Training	“Try-Out” In-House Internships/Jobs	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
College Entrance/ Exam Preparation	External Internship Placement	
	Job Placement	
	Job Retention support	
	Occupational / Sectoral Skills Training	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Banks/Financial Services; Clerical/Office; Non-Profits/CBOs; Construction; Customer Service/Retail; Security Day Care; Food Service; Healthcare; Hospitality; Maintenance; Manufacturing; Technology; Transportation

New York City Young Adult Workforce Development Provider Directory, 2011-2012

The HOPE Program

One Smith Street, 4th Floor
 Brooklyn, NY 11201
 718.852.9307
www.thehopeprogram.org/

Danya Pastuszek,
 Director, Work Readiness Services
dpastuszek@thehopeprogram.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn	18-24	51

The HOPE Program helps New Yorkers who have barriers to employment find, keep, and advance in jobs. Through training, work internships, placement services, and supportive services, HOPE addresses the underlying causes of unemployment, helping students become self-sufficient. The program begins with 12 weeks of classroom instruction. Classroom lessons focus on interpersonal and communication skills, customer service, decision-making, work ethic, and other skills that positively affect job placement and retention. HOPE partners with other training providers to provide occupation-specific training. Starting in the eighth week, students divide their time between the classroom and an unpaid work internship. Students who complete the 12 week program participate in HOPE's job club until they find full-time work. Graduates become social service workers, office and executive assistants, food service workers, maintenance and custodial workers, customer service representatives, healthcare professionals, and more. 70 percent of graduates of the 12-week program get employment. A lifetime of advancement services help students keep their jobs, pursue education, build skills, and climb career ladders. GROCERYworks is an eight week food retail training program for students interested in careers in high-end stores, restaurants, corporate cafeterias, and social service agencies. Other services include extensive career exploration, assessment, and matching; and record recovery and repair (i.e. to request, read, and repair FBI and NYS Division of Criminal Justice Services RAP sheets and the records maintained by risk information consumer credit reporting agencies). Participants can also work to receive OSHA 10 General Certification and Food Handlers' Licensing. HOPE has worked with young adults who lack a high school diploma or GED, have a criminal background, and are pregnant and/or parenting.

GENERAL SERVICES OFFERED BY HOPE PROGRAM TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Literacy (for under 6 th grade reading level)	Job Readiness	Professional Clothing for Youth
Pre-GED	Career Counseling	Budgeting/ Financial Literacy
GED	Job Coaching	Drug Testing
Basic Computer Skills Training	External Internship Placement (Subsidized / Stipend)	Case Conferencing/ Collaborative Work with Other Agencies
	External Internship Placement (Unsubsidized / Unpaid)	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
	Job Placement	Car/Subway Fare for Interviews
	Job Retention support	
	Occupational / Sectoral Skills Training: GROCERYworks; OSHA 10 General Certification; Food Handlers' Licensing	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:

Banks / Financial Services; Clerical/Office; Non-Profits / CBOs; Construction; Customer Service/Retail; Day Care; Food Service; Hospitality; Healthcare; Maintenance; Security; Animal Care

Italian American Civil Rights League

1460 Pennsylvania Avenue, #1B
 Brooklyn, NY 11239
 718.642.2180

Vicki Cusare,
 Executive Director
IACRL1@aol.com

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn	14-24	1,500

The Italian American Civil Rights League has as its purpose the enhancement of services to youth and families in the community and the promotion of neighborhood harmony, stability and quality of life. The IACRL is a non-sectarian, non-profit community service organization incorporated in 1975. For almost 40 years, the IACRL has offered a wide range of services to the community, including cultural enrichment and recreation programs; social services and case management; afterschool programs; and youth/adult educational and employment services. IACRL's programs provide real and positive outlets for young people and adults that will increase their chance of success by participating in activities designed to improve their self-esteem and leadership skills. The young adult programs are designed to increase employability and encourage the pursuit of higher education. The Out of School Youth Program is a subsidized internship and retail certification program for disconnected young adults 16 to 21 years old. The Summer Youth Employment Program is a subsidized work experience program for youth ages 14 to 24 years old. The Cornerstone Program is an after school program for youth ages 5 to 21 and 22+. IACRL has worked with young adults who are currently or previously involved in the foster care system, lack a high school diploma or GED, have a criminal background, are pregnant and/or parenting, and have physical disabilities.

GENERA SERVICES OFFERED BY IACRL TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Literacy (for under 6 th grade reading level)	Job Readiness	Counseling
Pre-GED	Career Counseling	Budgeting/ Financial Literacy
Basic Computer Skills Training	Job Coaching	Case Conferencing/ Collaborative Work with Other Agencies
College Entrance/ Exam Preparation	External Internship Placement (Subsidized / Stipend)	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
Cornerstone Program	"Try-Out" In-House Jobs	Notary Service
	Job Placement	
	Job Retention support	
	Occupational / Sectoral Skills Training	
	Summer Youth Employment Program	
	Out of School Youth Program	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Non-Profits / CBOs; Customer Service/Retail; Day Care; Food Service

Lutheran Family Health Centers Community Based Programs

199 14th Street
 Brooklyn, NY 11215
 718.768.0778
<http://www.lutheranmedicalcenter.com>

Rebecca Gallagher,
 Director of Youth and Adolescent Services
rgallagher@lmcmc.com

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn	14-24	300

Lutheran Family Health Centers' Department of Community Based Programs offers a variety of services for young adults. The Project Reach Youth (PRY) site serves as the hub for adolescents to access the wide continuum of youth development services that support them in achieving their goals as they transition to adulthood. Vocational counselors are available to students and clients for help with resumes, interview practices, job searching, and more; job readiness workshops are also provided. PRY currently provides programming in youth development, health education, Basic Education and GED preparation, academic enrichment, support services, and job readiness. Youth Connections is a Young Adult Literacy Program for students ages 16-24 which combines pre-GED instruction with support services and training focused on life skills and job readiness. Students can also participate in a paid internship. The SPIN (Supporting Potential in the Neighborhood) program reconnects out-of-school youth ages 16-24 back to the classroom and workforce through comprehensive case management and support services enhancing academic skills, and access to job skills training and employment. Young adults can also access services at the Family Support Center at 6025 6th Avenue in Brooklyn. LFHC has worked with young adults who lack a high school diploma or GED, have a criminal background, and are pregnant and/or parenting.

GENERA SERVICES OFFERED BY ADC TO TEENS AND YOUNG ADULTS

EDUCATION RELATED**	EMPLOYMENT RELATED	OTHER
Basic Literacy (for under 6 th grade reading level)	Job Readiness	Case Conferencing/ Collaborative Work with Other Agencies
Pre-GED	Career Counseling	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
GED	"Try-Out" In-House Jobs	Car/Subway Fare for Interviews
	External Internship Placement (Subsidized / Stipend)	
	Job Placement	
	Job Retention support	
	Occupational / Sectoral Skills Training: Certified Nursing Assistant (CNA) training	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Non-Profits / CBOs; Food Service

** Please note that students must test at a 4th grade reading level or above to be placed in classes.

New York Center for Interpersonal Development

130 Stuyvesant Place, 5th floor
 Staten Island, NY, 10301
 718.947.4022
<http://www.nycid.org/>

Mary Castellana,
 Exec. Office Manager, Contract Manager, EO Liaison
Mcastellana@nycid.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn; Staten Island	14-24	N/A

Founded in 1970, the New York Center for Interpersonal Development (NYCID) is a not-for-profit organization located on Staten Island, providing youth, community, and professional development programs, as well as dispute resolution services that educate and inform the public about constructive problem solving, and effective communication. NYCID’s programs and services are wide-ranging and include school-based after school enrichment programs, a transfer high school, drop-out prevention services, a pre-GED and Career preparation program, numerous innovative mediation and conflict management services, and dynamic trainings and professional development workshops. NYCID partakes in a 14-week Young Adult Internship program for disconnected young adults ages 16 to 24. NYCID has incorporated the Learning to Work program at its Young Adult Borough Center (YABC) for young adults ages 17 ½ to 24, and the Olympus Academy, a transfer High School, specializing in working with under credited young adults to prepare them for post secondary education and/or employment. NYCID also offers the Achievement in Career and Education program for Out of School Youth (OSY), help participants prepare for their GED with a Young Adult Literacy Program, and obtain occupational training. Pre-GED students attend class on campus at the College of Staten Island while receiving intensive case management and counseling services from NYCID staff, as well as work readiness training and higher education preparation. NYCID works with young adults who lack a high school diploma or GED, and those that are at-risk of going in that direction, and has worked with those who are pregnant and/or parenting.

GENERA SERVICES OFFERED BY NYCID TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Basic Literacy (for up to 6 th grade reading level)
Pre-GED
Transfer School
After School Programs
High School Diploma (YABC)
Graduate, Prepare, Succeed (GPS-NYC) program for at risk students at Port Richmond High School

EMPLOYMENT RELATED
Job Readiness: “Learning to Work” program
Career Counseling
Job Coaching
External Internship Placement (Subsidized / Stipend)
Job Placement
Occupational / Sectoral Skills Training: Certified Nurse Assistant
Training Institute
Young Adult Internship Program

OTHER
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (ex. Youth, Housing, Lemon Law Arbitration)
Car/Subway Fare for Interviews
Mediations: ex. Parent/Teen; Divorce; Civil Court; Workplace

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Customer Service/Retail; Food Service; Healthcare; Maintenance; Security

Nontraditional Employment for Women (NEW)

243 West 20th Street
 New York, NY 10011
 212.627.6252 ext. 228
<http://www.new-nyc.org/>

Linda Young
 Director, Social Services
lyoung@new-nyc.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn; Manhattan	18-24	100

Nontraditional Employment for Women (NEW) is a sector-based workforce development program that trains women and places them in careers in the skilled construction, utility, and maintenance trades, primarily helping low-income minority women achieve economic independence and a secure future. As a result of a coordinated effort between NEW, labor unions, contractors, and government, the construction field has experienced substantial diversification as the number of women construction workers in New York City has grown. NEW programs include a mix of hands-on shop skills, classroom instruction, physical fitness assessment, job development and placement services, social service referrals, and case management. Its three main trainings are Blue Collar Prep (comprehensive 6-week full-time program), NEW at Night (6-week evening program) and ReNEW (6-week pre-apprenticeship program that highlights green collar jobs). NEW recently expanded to a second training facility at Sunset Park, Brooklyn which also houses the ReNEW program, NEW has worked with young adults who are currently or previously have been involved in the foster care system and have a criminal background.

GENERAL SERVICES OFFERED BY NEW TO TEENS AND YOUNG ADULTS

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching (part of the Mentorship Program)
Job Placement
Job Retention support
Occupational / Sectoral Skills Training: Construction

OTHER
Professional Clothing for Youth (make referrals)
Budgeting/ Financial Literacy
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
Car/Subway Fare for Interviews - on an as-needed basis

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Construction; Maintenance; Manufacturing; Transportation

NPower Technology Service Corps

3 Metrotech Center, Mezzanine Floor
 Brooklyn, NY 11201
 212.444.7275
<http://www.npower.org/>

Patrick Cohen,
 Program Director
patrick.cohen@npower.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn; Manhattan	18-25	120

NPower's Technology Service Corps (TSC) was launched in 2002 and prepares underserved New York City young adults ages 18 to 25 to become IT professionals in the nonprofit, public and business sectors. TSC's intensive, 22-week training curriculum (17 weeks of training and 5-week paid internship) is adapted from Cisco Networking Academy and covers topics ranging from PC configuration to networking, troubleshooting, customer service and communications. In addition, through numerous professional development workshops, internships and one-on-one guidance and support, TSC students learn and practice everything else it takes to succeed in a professional work environment. Many of these activities are powered by corporate partner volunteers. TSC also provides employment assistance and helps alumni further pursue education, training and professional development. Students must have a high school diploma or GED to participate. TSC has worked with young adults who are currently or previously have been involved in the foster care system, have a criminal background, are pregnant and/or parenting, and have physical disabilities. NPower is growing in its ability to serve the NYC population with a new site being opened in Harlem in October 2011.

GENERA SERVICES OFFERED BY NPOWER TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Basic Computer Skills Training

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
External Internship Placement (Subsidized / Stipend)
External Internship Placement (Unsubsidized / Unpaid)
Job Placement
Job Retention support
Occupational / Sectoral Skills Training: IT sector

OTHER
Professional Clothing for Youth
Budgeting/ Financial Literacy
Car/Subway Fare for Interviews
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Banks/Financial Services; Non-Profits/CBOs; Food Service; Technology; Security

New York City Young Adult Workforce Development Provider Directory, 2011-2012

Opportunities for a Better Tomorrow

783 4th Avenue
 Brooklyn, NY, 11232
 718.369.0303
<http://www.obtjobs.org/>

Daniel Veliz,
 Recruitment and Outreach Associate
dveliz@obtjobs.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn	16-24	610

The mission of Opportunities for a Better Tomorrow is to help disadvantaged youth and adults recognize their own self-worth, and advance towards self-sufficiency and financial security through job training, academic reinforcement, improved life skills, job placement, and support services. OBT approaches all of its programmatic endeavors with three principles in mind - confidence, discipline, and professionalism – and “tough love.” While its high standards and emphasis on professionalism represent the “tough” side of the equation, the “love” is demonstrated each day through a supportive staff that devotes their time and energy, in a caring and empathetic way, to helping people succeed. Its “Youth Employment Training & GED” Program provides 22 weeks of comprehensive course instruction that includes Business English, Business Math, GED & Pre-GED classes, Keyboarding, Office Procedures, World of Work, Microsoft Office Applications, & Job Placement Services, College Access, Speed Networking and Service Learning. OBT’s “Opportunity Knocks: Young Adult Internship Program” provides five weeks of rigorous business skills training to young adults ages 17 to 24 who, upon completion, are placed in an 11-week paid internship at various companies throughout New York City. OBT has sites in Sunset Park, Bushwick/Bed-Stuy, and the Bushwick Workforce Resource Center. Addresses and phone numbers can be found on their website.

GENERAL SERVICES OFFERED BY OBT TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Literacy (for under 6 th grade reading level)	Job Readiness	Speed Networking with Corporate Professional
Pre-GED	Career Counseling	Budgeting/ Financial Literacy
GED	Job Coaching	Car/Subway Fare for Interviews
Basic Computer Skills Training	External Internship Placement (Subsidized / Stipend)	Professional Clothing for Youth
College Entrance/ Exam Preparation	External Internship Placement (Unsubsidized / Unpaid)	Case Conferencing/ Collaborative Work with Other Agencies
College Application Fee Assistance	“Try Out” In-House Jobs	Case Management
College Emergency Funds	Job Placement	Daily Lunch Stipend
	Job Retention: “Stay at Work” program	Public Speaking & Communication
	Occupational / Sectoral Skills Training: Certification in NRF, Microsoft Office, National Work Readiness Credential; Medical Office Worker Program	
	Young Adult Internship Program	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:

Banks/Financial Services; Clerical/Office; Customer Service/Retail; Day Care; Healthcare

New York City Young Adult Workforce Development Provider Directory, 2011-2012

St. Nick’s Alliance

790 Broadway
 Brooklyn, NY 11206
 718.302.2057 ex. 220
<http://www.stnicksnpc.org/>

Claudia Velez,
 Intake Specialist
cvelez@stnicksalliance.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn	21-24	200

St. Nicks Alliance, formerly known as the St. Nicholas Neighborhood Preservation Corp., is dedicated to keeping North Brooklyn sustainable for low to moderate income people by providing essential community services and programs in five main areas: affordable housing, health care, workforce and economic development, and youth and education. St. Nicks’ Workforce Development Center provides comprehensive employment and training services to both inexperienced job seekers looking to enter the workforce and those seeking to advance their careers by obtaining high-demand skills. St. Nicks also offers the following skills training programs: Environmental Remediation Technician Training (8 weeks), Commercial Drivers License Training (8 weeks), and Pest Control Training (6 weeks - for NYCHA residents only). St Nicks has an initiative geared specifically for Young Adults - training for a Job in the Green Industry. St. Nicks works with young adults who have barriers to employment including those who lack a high school diploma or GED and have a criminal background.

GENERA SERVICES OFFERED BY ST. NICK’S TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Basic Literacy (for under 6 th grade reading level)
Pre-GED
GED
ESOL

EMPLOYMENT RELATED
Work Place Success Skills
Career Counseling
Job Placement
Job Retention support
Occupational / Sectoral Skills Training: Environmental Remediation Technician, Commercial Drivers License, Pest Control
Summer Youth Employment Program

OTHER
Budgeting/ Financial Literacy
Case Management
Tax Prep

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical; Maintenance; Manufacturing

New York City Young Adult Workforce Development Provider Directory, 2011-2012

Vanguard Urban Improvement Association, Inc.

613-619 George Glee Jrs Way (Throop Ave.)
 Brooklyn, New York 11216
 718.453.3330 ext.13
<http://www.vanguardurban.org/>

Sonya Coley,
 Director of Youth Development
vuia3@erols.com

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn	14-24	1,000

Vanguard Urban Improvement Assn., Inc. (VUIA) is a non-profit community corporation that has worked to provide meaningful Youth, Physical and Economic Development Programs to the Bedford-Stuyvesant community over the past three decades. VUIA's Youth Division maintains a wide variety of programs ranging from academic skills building for grades 1 through 12 and GED preparation, to career education and exploration programs, leadership skills training, youth employment programs and college preparation and touring for in-school youth. VUIA's Culinary Arts program provides training in all aspects of catering and provides participants with hands-on experience in the preparation and delivery of meals, while the Vanguard Youth Council Computer Technology Center provides computer skills and technology training. VUIA has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, are pregnant and/or parenting, and have physical disabilities.

GENERA SERVICES OFFERED BY VUIA TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Basic Literacy (for under 6 th grade reading level)
Pre-GED
GED
Basic Computer Skills Training
College Entrance/ Exam Preparation

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
External Internship Placement (Subsidized / Stipend)
External Internship Placement (Unsubsidized / Unpaid)
Job Placement
Job Retention support
Occupational / Sectoral Skills Training
Summer Youth Employment Program
Young Adult Internship Program

OTHER
Professional Clothing for Youth
Budgeting/ Financial Literacy
Car/Subway Fare for Interviews
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
HIV and STD Prevention and Education

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Banks/Financial Services; Non-Profits/CBOs; Clerical/Office; Construction; Customer Service/Retail; Food Service; Day Care; Healthcare; Manufacturing; Security; Technology

New York City Young Adult Workforce Development Provider Directory, 2011-2012

Year Up New York

9 Dekalb Ave.
 Brooklyn, NY 11201
 212.785.3340 ext. 1338
<http://www.yearup.org/locations/newyork.htm>

Admissions Team
admissionsnyc@yearup.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn; Manhattan	18-24	270

Year Up is a non-profit organization founded by a former software entrepreneur in 2000 that launched a New York office in 2006. Year Up engages low-income urban youth between the ages of 18 and 24 through a program model that combines intensive training, work experience, college credit and support services over the course of a year. Year Up's high standards lead to the effective development of workplace norms of behavior, dress, and communication, as well as relevant technical skills. Participants earn placements with leading companies for a six-month internship, which offers vital work experience and reflects Year Up's strong working relationship with employers and corporate partners. By employing a sector-based focus on information technology and investment operations in its training and internships, the program provides a pool of skilled workers that fit employers' needs while increasing participants' ability to access jobs. Participants also earn a stipend up to \$260 per week and college credits from College partners (Pace University and Empire State College). Young adults must have a high school degree or GED to participate. Year Up has worked with young adults who are currently or previously have been involved in the foster care system.

GENERAL SERVICES OFFERED BY YEAR UP TO TEENS AND YOUNG ADULTS

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
External Internship Placement (Subsidized / Stipend)
Job Placement
Occupational / Sectoral Skills Training: IT, Financial Operations, Quality Assurance Software Testing

OTHER
Professional Clothing for Youth
Budgeting/ Financial Literacy
Drug Testing
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
Car/Subway Fare for Interviews

Young Adult Participants Typically Placed in the Following Occupations/Sectors:

Banks/Financial Services; Technology

MANHATTAN

Abyssinian Development Corporation

4 West 125th Street
 New York, NY 10027
 646.442.6552
<http://www.adcorp.org/>

Troy Ellis,
 Employment Specialist
tellis@adcorp.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan	16-24	40

Founded in 1989, Abyssinian Development Corporation (ADC) is a not-for-profit comprehensive community and economic development corporation dedicated to building human, social, and physical capital in Harlem. ADC believes education plays a central role in sustaining meaningful gains with respect to building community capacity and has developed three public school institutions - Abyssinian Head Start, Thurgood Marshall Academy Lower School, and Thurgood Marshall Academy for Learning and Social Change – as well as two workforce development programs – LiteracyBuild and YouthBuild – in response to youth unemployment and underemployment. YouthBuild is a 10-month program that assists young adults to obtain a GED and critical hands-on job training in the construction field. LiteracyBuild helps young adults who have not graduated from high school and do not meet the requirements to enroll in GED classes embark on a path to self-sufficiency. ADC has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, and are pregnant and/or parenting.

GENERA SERVICES OFFERED BY ADC TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Basic Literacy (for under 6 th grade reading level)
Pre-GED
GED
Basic Computer Skills Training
College Entrance/ Exam Preparation
Diploma Program

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
External Internship Placement (Subsidized / Stipend)
External Internship Placement (Unsubsidized / Unpaid)
Job Placement
Job Retention support
Occupational / Sectoral Skills Training
Summer Youth Employment Program

OTHER
Professional Clothing for Youth
Budgeting/ Financial Literacy
Drug Testing
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
Car/Subway Fare for Interviews
Fatherhood Initiative
Personal and Social Education (PSE) Prep

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Construction; Customer Service/Retail; Food Service; Healthcare; Maintenance; Manufacturing; Security

New York City Young Adult Workforce Development Provider Directory, 2011-2012

Covenant House

460 West 41st Street
 New York, NY 10036
 212.613.0300

<http://www.covenanthouse.org/>

Stuart Sanon,
 Coordinator

jsanon@covenanthouse.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan	18-21	2,500

Covenant House works to provide food, shelter, immediate crisis care, and essential services to homeless, throwaway, and runaway kids, along with helping them achieve stability and decrease the risk of future homelessness through a variety of services that include family reunification, public housing programs, healthcare, and employment and training programs. The Rights of Passage transitional living program addresses the long-term needs of at-risk young adults by teaching them vital life skills for independent living such as shopping, cooking and cleaning, as well as requiring them to complete their education and maintain a job. Covenant House offers services including tutoring, remedial education groups, and flexible on-site GED preparation classes as an alternative to a high school diploma for those unable to attend high school due to age requirements or scheduling. Covenant House’s Vocational Training Institute provides training for young adults interested in working in the security, culinary arts, and healthcare (as nurse’s aides) sectors. Covenant House has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, are pregnant and/or parenting, and have physical disabilities.

GENERAL SERVICES OFFERED BY COVENANT HOUSE TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Pre-GED
GED

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
Job Placement
Job Retention support
Occupational / Sectoral Skills Training: Nurse’s Aide, Security, Culinary Arts

OTHER
Professional Clothing for Youth
Drug Testing
Car/Subway Fare for Interviews
Homeless Crisis Shelter
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Customer Service/Retail; Food Service; Healthcare; Maintenance; Security

The Door - A Center of Alternatives

121 Avenue of the Americas
 New York, NY 10013
 212.941.9090 ext. 3201
<http://www.door.org/>

Andrea Vaghy Benyola,
 Managing Director of Career & Education Services
avaghy@door.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan	14-21	11,500

The Door is a city-wide multi-service youth development agency providing a full range of integrated services at a single site, free of charge to any adolescent between the ages of 12 and 21. The Door’s mission is to empower economically and educationally disadvantaged young people to reach their potential by providing comprehensive youth services in a caring, supportive environment. Its career and education services include 1) basic career readiness training, 2) Pre-GED, GED and ESOL instruction, 3) academic tutoring, 4) college access, advisement, and retention services, 5) vocational skills training in retail and customer service in partnership with Banana Republic, 6) corporate internship opportunities, 7) job, internship, occupational skills training, and college placement assistance, and 8) post-placement retention support services. Its EPOCH education and career training program combines college-prep (including GED), internships, career readiness training and job experience to prepare young adults for the workforce or post secondary education. The Door’s This Way Ahead (TWA) program is a 9-month job training and internship program for young people who are in school, between the ages of 16 and 21 and interested in building job and life skills. TWA participants take part in workshops led by Door coaches and Gap and Old Navy employees that teach them about possible careers and the skills needed to obtain them. Upon successful completion of the program, TWA participants have the opportunity to apply for paid internships in Gap and Old Navy stores.

GENERA SERVICES OFFERED BY THE DOOR TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Literacy (for under 6 th grade reading level)	Job Readiness	Professional Clothing for Youth
Pre-GED	Career Counseling	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
GED	Job Coaching	Car/Subway Fare for Interviews
ESOL	External Internship Placement	
Basic Computer Skills Training	“Try-Out” In-House Internship	
College Entrance/ Exam Preparation	Job Placement	
	Job Retention support	
	Occupational / Sectoral Skills Training	
	Young Adult Internship Program	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
N/A

Ecumenical Community Development Organization

413 West 125th Street
 New York, NY 10027
 212.531.2311
<http://www.ecdo.org/>

Staci Bruce,
 Director of Employment Initiatives
sbruce@ecdo.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan	14-24	300

Ecumenical Community Development Organization is a not for profit organization dedicated to formulating and implementing plans and projects that improve the housing, social, and economic conditions of low and moderate income residents and businesses of the West and Central Harlem communities. Initially focused on community revitalization through the development of quality housing, ECDO has broadened its programs and services to include tenant and community organizing, technical assistance to community residents and organizations, counseling, education, youth and adult employment programs and services. ECDO facilitates the NYS Department of Labor Wage Subsidy IV Employment Services Program by assisting low-income, low-experience individuals and public assistance recipients with securing employment through on the job training. Along with providing the Summer Youth Employment Program, the organization offers year-round employment services ranging from job readiness and employment counseling to on the job training and referrals. ECDO also offers a 14-week subsidized Young Adult Internship Program for disconnected young adults ages 16 to 24. ECDO has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, and with physical disabilities.

GENERA SERVICES OFFERED BY ECDO TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Computer Skills Training	Job Readiness	Professional Clothing for Youth
College Entrance/ Exam Preparation	Career Counseling	Budgeting/ Financial Literacy
College Placement & Retention	Job Coaching	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
	External Internship Placement (Subsidized / Stipend)	
	Job Placement	
	Job Retention support	
	Summer Youth Employment Program	
	Young Adult Internship Program	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Non-Profits/CBOs; Construction; Customer Service/Retail; Day Care; Hospitality; Manufacturing; Security; Technology

New York City Young Adult Workforce Development Provider Directory, 2011-2012

F-E-G-S Health and Human Services System

315 Hudson Street
 New York, NY 10013
 212.366.8531
<http://www.fegs.org/>

Courtney Hawkins,
 VP of Education and Youth Services
chawkins@fegs.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan; Brooklyn; Bronx; Queens	14-24	4,500

F-E-G-S Health and Human Services System delivers a broad range of services to more than 100,000 individuals and families a year, at more than 350 facilities, residences and offsite locations across New York City and on Long Island. The mission of F-E-G-S's Education and Youth Services (EYS) Division is to help at-risk youth reach their potential and become self-sufficient. Each year, F-E-G-S helps 4,500 young people as they work to graduate from high school, obtain a GED, enter college and prepare for and obtain employment. F-E-G-S's Bronx Youth Center, located in the South Bronx, provides education, career development and supportive services for disconnected young adults ages 16-24 and includes a unique program for youth aging out of foster care called The Academy. Also located at the Bronx Youth Center are the Young Adult Internship Program and Social Innovation Fund Project Rise, an educationally conditioned internship program that also offers a full year of education and supportive services. F-E-G-S also operates a number of school based Learning to Work programs for overage and under-credited high school students that provide students with comprehensive supportive services along with paid internships and college planning support. F-E-G-S has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, are pregnant and/or parenting, and have a physical disability.

GENERAL SERVICES OFFERED BY F-E-G-S TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Literacy (for under 6 th grade reading level)	Job Readiness	Professional Clothing for Youth
Pre-GED	Career Counseling	Budgeting/ Financial Literacy
GED	Job Coaching	Car/Subway Fare for Interviews
Basic Computer Skills Training	External Internship Placement (Subsidized / Stipend)	Case Conferencing/ Collaborative Work with Other Agencies
College Entrance/ Exam Preparation	External Internship Placement (Unsubsidized / Unpaid)	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
College Transition Support	"Try-Out" In House Jobs	The Academy (specifically for foster care young adults)
	Job Placement	
	Job Retention support	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:

Clerical/Office; Non-Profits/CBOs; Customer Service/Retail; Day Care; Food Service; Security

Futures and Options

120 Broadway, Suite 913
 New York, NY 10271
 212.601.0002
www.futuresandoptions.org/

Patty Machir,
 Executive Director
pmachir@futuresandoptions.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan	14-19	359

Founded in 1995, Futures and Options' mission is to connect NYC's underserved youth to careers by reaching out to teens at a formative time of their lives and guiding them to further their education and become contributing citizens. Its model program enables New York's underserved youth to gain much-needed access to the economic mainstream, work-readiness training and support from caring adults, while private and nonprofit businesses are connected to a pipeline of promising, motivated and diverse young interns. Since its inception, Futures and Options has served more than 2,100 teens and coordinated internships at more than 350 private and nonprofit businesses. 100 percent of its seniors graduated from high school on time and 94 percent began college in the fall. Additionally, 90 percent of Futures and Options' youth successfully completed its programs last year. Futures and Options offers a continuum of career development programs for middle and high school students: Career Essentials provides work readiness training and career exploration to students who have not yet reached the skill level or age to be placed in internships. Bridge to Work is for teens who have successfully completed Career Essentials and offers the opportunity to continue to prepare for work and explore careers while they give back to New York City as volunteers. The Internship Program provides paid, mentored internships and career development workshops to high school juniors and seniors. The College Guidance Initiative provides high school juniors and seniors with group workshops designed to improve their awareness of the opportunities available for post-secondary education and assist them in successfully applying to college. The Career Exploration Program offers field trips to companies and workshops on career exploration for NYC middle school and high school students year-round. Futures and Options' "On The Road" Program provides career development workshops to youth from other programs.

GENERA SERVICES OFFERED BY F&O TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
College Guidance Program

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
External Internship Placement (Subsidized / Stipend)
Job Placement
Job Retention support

OTHER
Budgeting/ Financial Literacy
Case Conferencing/ Collaborative Work with Other Agencies

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Banks / Financial Services; Clerical/Office; Non-Profits / CBOs; Construction; Customer Service/Retail; Hospitality; Healthcare; Technology; Transportation; Real Estate

New York City Young Adult Workforce Development Provider Directory, 2011-2012

Grace Institute

1233 Second Ave
 New York, NY 10065
 212.832.7605
<http://www.graceinstitute.org/>

Erika Flores,
 Manager of Outreach
eflores@graceinstitute.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan	18-24	263

Grace Institute provides tuition-free, practical job training in a supportive learning community for underserved New York area women of all ages and from many different backgrounds. Grace Institute is dedicated to the development of the personal and business skills necessary for self-sufficiency, employability, and an improved quality of life. Two 6-month Business Skills Training Programs are offered – during the day for women entering the workforce and during the evening for women who are already employed and are interested in mastering computer and business skills, or those that are looking to transition from one job to another. These programs include lessons in computer literacy in the Microsoft Office Suite, keyboarding, business writing a communications, office procedures, and business math and personal finance. Also offered is a more intensive Microsoft Office Computer and Job Readiness Course that runs twice a week for 10 weeks. Applicants must have a high school diploma or GED. Upon completion and throughout any point in their careers, alumni have access to Grace Institute’s Career Services Department. Services include individual job placement assistance and career guidance, weekly group placement assistance, meetings for graduates, career fairs (twice yearly), and access to online resources.

GENERAL SERVICES OFFERED BY GRACE INSTITUTE TO TEENS AND YOUNG ADULTS

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
Job Placement
Job Retention support
Occupational / Sectoral Skills Training

OTHER
Professional Clothing for Youth
Budgeting/ Financial Literacy
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Banks/Financial Services; Clerical/Office; Non-Profits/CBOs; Customer Service/Retail; Healthcare; Hospitality

Good Shepherd Services

305 7th Avenue, 9th Floor
 New York, NY 10001
 212.243.7070
www.goodshepherds.org

Kristy Grammer,
 Director, Gov't Contracts & Program Dev
 kristy_grammer@goodshepherds.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Bronx; Brooklyn; Manhattan	14-24	N/A

Good Shepherd Services is a leading youth development, education and family service agency that serves over 23,000 program participants a year. GSS gives vulnerable youth in New York City the opportunity to take ownership of their future, making a difference today and for the next generation. Focusing on high-need communities in Brooklyn, Manhattan, and the Bronx, GSS provides a broad array of individual, family and school-based services to prevent youth from becoming disconnected from family, school and society. It also works to help those that are already disconnected or transitioning in their lives, helping them reconnect with their community, education and employment. Its Learning to Work (LTW) programs offer in-depth exploration of career and educational options, as well as hands-on experience through subsidized internships to students in our transfer schools, Access GED, and YABC programs. LTW activities help youth to build skills and provide exposure to career paths in a safe learning environment. GSS offers comprehensive job-readiness workshops covering such topics as appropriate work behavior, interviewing skills, money management, and resume creation. GSS also reaches out to local businesses to help create opportunities for the young people, provide stipends for the internships, and ongoing supervision and support during the placement.

GENERA SERVICES OFFERED BY GSS TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Literacy (for under 6 th grade reading level)	Job Readiness	Professional Clothing for Youth
Pre-GED	Career Counseling	Budgeting/ Financial Literacy
GED	Job Coaching	Car/Subway Fare for Interviews
Basic Computer Skills Training	“Try-Out” In-House Internships/Jobs	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
College Entrance/ Exam Preparation	External Internship Placement	
	Job Placement	
	Job Retention support	
	Occupational / Sectoral Skills Training	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Banks/Financial Services; Clerical/Office; Non-Profits/CBOs; Construction; Customer Service/Retail; Security Day Care; Food Service; Healthcare; Hospitality; Maintenance; Manufacturing; Technology; Transportation

New York City Young Adult Workforce Development Provider Directory, 2011-2012

HANAC

49 West 45 Street
 New York, NY 10036
 212.840.8005
<http://www.hanac.org/>

Zacharine Pappas,
 Associate Executive Director
zpappas@hanac.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan; Queens	18-24	250-300

HANAC is a non-profit service organization first created in response to the needs of the growing immigrant community of New York City. Today it works to provide social services to needy New Yorkers, especially immigrants, the elderly, youth and young adults, and families within the surrounding multi-ethnic communities. HANAC offers several employment and training services, which are all available to native English speakers as well as those learning English as a Second Language. The BEGIN Work Study Program is designed to assist participants in becoming financially independent by increasing their academic standing and providing them with job readiness and work experience. Students can remain in the program from 6 to 18 months, engaging in 2 days of educational classes (basic literacy to GED Prep) and 3 days of work. In partnership with the Consortium for Worker Education, HANAC's Jobs to Build On program prepares underemployed and unemployed New Yorkers through work readiness, training, placement and follow-up retention services. Its Career Pathways program provides training in Customer Service and the Green Energy sectors. HANAC also offers the Summer Youth Employment Program specifically for youth ages 14 to 21, providing participants with work experience in jobs sites such as nursing homes, offices, hospitals, day camps and child care centers.

GENERA SERVICES OFFERED BY HANAC TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Basic Literacy (for under 6 th grade reading level)
Pre-GED
GED
Basic Computer Skills Training

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
External Internship Placement (Subsidized / Stipend)
Job Placement
Job Retention support
Occupational / Sectoral Skills Training: Green jobs with Energy Efficient Technician, Level 1; Customer Service Training, National Work Readiness Credential
Summer Youth Employment Program

OTHER
Budgeting/ Financial Literacy
Car/Subway Fare for Interviews
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Construction; Customer Service/Retail; Healthcare; Maintenance; Security

New York City Young Adult Workforce Development Provider Directory, 2011-2012

Harlem Commonwealth Council, Inc.

361 West 125th Street
 New York, NY 10027
 212.749.0900 ext.111
www.harlemcommonwealth.org

Elisa Moore,
 Director, Special Programs
emoore@harlemcommonwealth.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan	14-24	210

The Harlem Commonwealth Council’s mission is to create independence and stability in Harlem through economic development, academic empowerment, and entrepreneurial support. HCC’s contribution to Workforce Development is Adult Education, with a focus on ESL for immigrants. The ESL program accepts people who have the very lowest level skills, even those who are illiterate in their native languages. In addition to ESL classes, HCC offers a special computer literacy program for English language learners and a conversation class that gives people the confidence to use English in the workplace and in their everyday lives. Also offered is an Entrepreneurial Education program geared to aspiring entrepreneurs and owners of small businesses who are interested in sustaining and growing their businesses. Scholarships are provided to qualified individuals who are enrolled in health care professional education programs. HCC offers a summer youth employment program for foster care teens, as well as a GED work readiness program for young adults in foster care. The SYEP accepts young adults ages 14 to 24, whereas participants must be 18 or older to participate in all other HCC programs including GED prep.

GENERA SERVICES OFFERED BY HCC TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Literacy (for under 6 th grade reading level)	Job Readiness	Budgeting/ Financial Literacy
Pre-GED	Career Counseling	Car/Subway Fare for Interviews
GED	Job Coaching	Case Conferencing/ Collaborative Work with Other Agencies
Basic Computer Skills Training	External Internship Placement (Subsidized / Stipend)	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
	Summer Youth Employment Program	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
N/A

Harlem Congregations for Community Improvement

2854 Frederick Douglass Boulevard
 New York, NY 10039
 212.281.4887
<http://www.hcci.org/>

Darryl Lacy,
 Sr. Case Manager
dlacy@hcci.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan	16-24	280

Harlem Congregations for Community Improvement was organized 1986, as a diverse inter-faith consortium of congregations established to revitalize the physical, economic, cultural and spiritual conditions of the Harlem community through housing, economic development, health and human services, and job training. The Office of Human Capital Development (HCD) provides the 2 major services: the Young Adult Supportive Services/Independence Starts at Home program, and the Employment Program and Career Center. The Young Adult Supportive Services/Independence Starts at Home program is a development program for young men and women who age out of foster care. HCCI provides young people with apartments, access to a free construction training program, services from HCCI’s Career Development Center, financial literacy training and a social worker dedicated to helping them achieve independence, as well as referrals and stipends to assist in various training programs offered by external providers. The Employment Program and Career Center serve the residents of the Harlem community with employment services through resume assistance, job readiness coaching, employment referrals, counseling and retention assistance. The Career Center provides resume and interview skills assistance to young people. HCCI has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, are pregnant and/or parenting, and have physical disabilities.

GENERA SERVICES OFFERED BY HCCI TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Computer Skills Training	Job Readiness	Professional Clothing for Youth
College Entrance/ Exam Preparation - by referral	Career Counseling	Budgeting/ Financial Literacy
	Job Coaching	Case Conferencing/ Collaborative Work with Other Agencies
	“Try-Out” In-House Jobs (general coaching)	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
	Job Placement	
	Job Retention support	
	Young Adult Supportive and Employment Services	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Non-Profits / CBOs; Construction; Customer Service/Retail; Day Care; Food Service; Healthcare; Maintenance; Security

Henry Street Settlement

301 Henry Street
 New York, NY 10002
 212.254.3100
<http://www.henrystreet.org/>

Greg Rideout,
 Deputy Program Officer
grideout@henrystreet.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan	16-24	1,655

Founded in 1893 by social service pioneer Lillian Wald, Henry Street Settlement’s mission is to open doors of opportunity to enrich lives and enhance human progress for Lower East Side residents and other New Yorkers through social services, arts and health care programs. Henry Street Settlement’s Workforce Development Center offers access for NYC residents to vocational, educational and employment opportunities. Through individualized services, Henry Street Settlement prepares participants for employment and economic self-sufficiency while also working to meet the hiring needs of local businesses and economic development projects. For unemployed and out-of-school young adults ages 18 to 24, Project RISE (Social Innovation Fund) offers 6 months of work readiness training, GED services, subsidized internship placement, and unsubsidized job placement. For unemployed and out-of-school young adults ages 18 to 24 who have their GED or high school diploma, the Young Adult Internship Program offers 14 weeks of work readiness training, subsidized internship placement, and unsubsidized job placement. For individuals with mental health challenges, Henry Street offers vocational training through Assisted Competitive Employment and the Unlimited Computer Training Program. Henry Street Settlement has worked with young adults who are currently or previously have been involved in the foster care system and juvenile justice system, lack a high school diploma or GED, have a criminal background, are pregnant and/or parenting, and have physical disabilities.

GENERA SERVICES OFFERED BY HENRY STREET TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Pre-GED
GED
Microsoft Office Certification Classes
College Entrance/ Exam Preparation

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
External Internship Placement (Subsidized / Stipend)
“Try-Out” In-House Jobs
Job Placement
Job Retention support
Summer Youth Employment Program
Young Adult Internship Program

OTHER
Professional Clothing for Youth
Budgeting/ Financial Literacy
Car/Subway Fare for Interviews
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Non-Profits/CBOs; Customer Service/Retail; Day Care; Food Service; Healthcare; Hospitality; Maintenance; Security; Technology

Manhattan Educational Opportunity Center

163 West 125th Street
 New York, NY 10027
 212.961.4343
<http://www.man.eoc.suny.edu/>

Rodney Alexander,
 Executive Director
ralexander@bmcc.cuny.edu

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan	18-24	850

The SUNY Manhattan Educational Opportunity Center is part of a system of educational enterprises that serve eligible adult learners. MEOC delivers comprehensive, community-based academic and workforce development programs and provides support services leading to enhanced employment opportunities, access to further education, personal growth and development. Over the past forty years, the MEOC has served thousands of residents of Harlem, East Harlem, and nearby communities. The center has provided training for skilled and semi-skilled occupations as well as college foundation courses and placement services for all enrolled students and potential students, with graduates moving into jobs in industry, commerce, and governmental service either directly or after postsecondary education received following training at the Center. MEOC offers a wide variety of academic and vocational courses, as well as support services for jobseekers. Its Bridge Program provides participants with job placement assistance and retention services to facilitate individuals, especially those transitioning from public assistance, unemployment and underemployment, in obtaining economic self-sufficiency.

GENERSERVICES OFFERED BY ADC TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Literacy (for under 6 th grade reading level)	Job Readiness	Budgeting/ Financial Literacy
Pre-GED	Career Counseling	Case Conferencing/ Collaborative Work with Other Agencies
GED	Job Coaching	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
Basic Computer Skills Training	External Internship Placement (Unsubsidized / Unpaid)	
College Entrance/ Exam Preparation	Job Placement	
Academic Tutoring	Occupational / Sectoral Skills Training: PC Repair, Development Assistant Program, Certified Nursing Assistant, Security Officer Training, Civil Service Exam Prep and Certified Microsoft Office	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Banks / Financial Services; Non-Profits / CBOs; Clerical/Office; Customer Service/Retail; Food Service; Healthcare; Hospitality; Security

New York City Young Adult Workforce Development Provider Directory, 2011-2012

Met Council

80 Maiden Lane, 21st Floor
 New York, NY 10038
 212.453.9669
www.metcouncil.org/

Jody Ruth Steinhardt,
 Compliance Manager
jsteinhardt@metcouncil.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan	18-24	209

Met Council is one of the largest human services agencies in NYC, helping over 100,000 people a year to become self-sufficient. The Career Services department offers targeted training to young adults that give them marketable skills needed for jobs. Its full range of services includes resume development, networking skills, job search assistance, career and educational goal setting and interview preparation. Each year the Met Council reviews labor market statistics, and changes its training program offerings accordingly. Met Council's Career Services Center also offers specialized training programs such as handyman training, computer skills training, preparation for international nurses, programs for domestic violence survivors and training in electronic health records.

GENERAL SERVICES OFFERED BY MET COUNCIL TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Basic Computer Skills Training

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
External Internship Placement (Subsidized / Stipend)
External Internship Placement (Unsubsidized / Unpaid)
Job Placement
Job Retention support
Occupational / Sectoral Skills Training
Targeted training: Handyman Training and Apprenticeship; Handyman Training and Paid Apprenticeship Program; Program for International Nurses

OTHER
Car/Subway Fare for Interviews
Budgeting/ Financial Literacy
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
Programs for Domestic Violence Survivors

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Maintenance; Security

Micropower Career Institute

243 West 30th Street 9th floor
 New York, NY 10001
 212.279.2550
<http://www.mpow.edu/>

Shruti Nayar,
 Director
shrutin@mpow.com

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan; Queens	16-24	72

Micropower Career Institute provides educational opportunities that emphasize current skills and knowledge in emerging technologies to allow students to pursue their professional and educational goals through career-oriented certification programs in the areas of Computer Networking, Software, Internet, Programming, Medical and Dental assistant, Medical Billing and Coding, Medical Insurance, EKG, Phlebotomy, Business Accounting and ESL. Micropower also offers a 6 month Power Your Dreams Programs with the Hopes and Dreams Foundations, a non-profit organization dedicated to the awareness and appreciation of children and young adults with disabilities. MPOW has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, are pregnant and/or parenting, and have physical disabilities.

GENERA SERVICES OFFERED BY MPOW TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Basic Computer Skills Training

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
External Internship Placement (Subsidized / Stipend)
External Internship Placement (Unsubsidized / Unpaid)
Job Placement
Job Retention support
Occupational / Sectoral Skills Training

OTHER
Power Your Dreams Program

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Customer Service/Retail; Healthcare; Technology

MillionTreesNYC

1234 Fifth Ave
 New York, NY 10029
 212.360.2749
<http://www.milliontreesnyc.org/>

Brian Aucoin,
 Director of Environmental Service Learning and
 Training Programs
Brian.Aucoin@parks.nyc.gov

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan	18-24	25

MillionTreesNYC, one of the 127 PlaNYC initiatives, is a citywide, public-private program with the goal of planting and caring for one million new trees across the City's five boroughs over the next decade. As a part of this objective, MillionTreesNYC established a Training Program which offers experiential learning in arboriculture and ecological restoration. The program is specifically designed to teach, educate and motivate disconnected young adults to become more aware and proactive in the wellness of the environment while jointly gaining employment and life skills so that they may attain employment and contribute to a more sustainable city. This paid, 7-month green-collar training program provides intensive training in two specific fields: Arboriculture and Ecological Restoration. Participants also receive technical training and certification such as pesticide training, chainsaw safety training, heavy equipment training, and pruner and climber training and certificates. Throughout the program, trainees engage in life skills training that includes professionalism, how to find and keep a job, along with classes in financial planning, customer service, conflict resolution, and time management. The program also offers driver's license education, through which young adults earn their drivers license and/or commercial driver's license. MillionTreesNYC Training Program has experience working with young adults who currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, and are pregnant and/or parenting.

GENERA SERVICES OFFERED BY MILLION TREES NYC TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Pre-GED
GED
Basic Computer Skills Training

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
Occupational / Sectoral Skills Training: Green Job Training in Arboriculture and Ecological Restoration

OTHER
Budgeting/ Financial Literacy
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Non-Profits/CBOs; Construction; Tree Companies, Landscape Companies, Parks and Nurseries

Neighborhood Coalition for Shelter

157 East 86th Street
 New York, NY 10028
 917.477.2210
<http://www.ncsinc.org/>

Rebecca Marriott, LMSW
 Director of Vocational and Educational Services
rmariott@ncsinc.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Bronx; Manhattan	18-24	55

The Neighborhood Coalition for Shelter, Inc. (NCS) serves people who are chronically homeless, formerly homeless or at-risk of becoming homeless. Established by religious and community leaders on Manhattan’s Upper East Side with the aim of addressing root problems of homeless individuals, NCS provides a comprehensive continuum of programs, including vocational and educational programs, substance abuse treatment and supportive temporary, transitional and permanent housing. NCS’s Luis Nine House is especially geared towards young adults, providing supportive housing and programs to 46 young adults who are homeless or aging out of foster care, as well as other barriers to self-sufficiency such as a lack of a high school diploma or GED, criminal backgrounds, and physical and mental disabilities. NCS offers job training in Business Management and E-Commerce through its 16-week Emporium Online course. Alongside its experience with young adults from the foster care system, NCS has also worked with young adults who lack a high school diploma or GED, have a criminal background, are pregnant and/or parenting, and have physical disabilities.

GENERA SERVICES OFFERED BY NCS TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Basic Literacy (for under 6 th grade reading level)
Pre-GED
GED
Basic Computer Skills Training
College Entrance/ Exam Preparation

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
“Try-Out” In-House Jobs
Job Placement
Job Retention support
Occupational / Sectoral Skills Training: Emporium Online

OTHER
Professional Clothing for Youth
Budgeting/ Financial Literacy
Drug Testing
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
Car/Subway Fare for Interviews

Young Adult Participants Typically Placed in the Following Office; Customer Occupations/Sectors:
Clerical/ Service/Retail; Technology

Nontraditional Employment for Women (NEW)

243 West 20th Street
 New York, NY 10011
 212.627.6252 ext. 228
<http://www.new-nyc.org/>

Linda Young
 Director, Social Services
lyoung@new-nyc.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan; Brooklyn	18-24	100

Nontraditional Employment for Women (NEW) is a sector-based workforce development program that trains women and places them in careers in the skilled construction, utility, and maintenance trades, primarily helping low-income minority women achieve economic independence and a secure future. As a result of a coordinated effort between NEW, labor unions, contractors, and government, the construction field has experienced substantial diversification as the number of women construction workers in New York City has grown. NEW programs include a mix of hands-on shop skills, classroom instruction, physical fitness assessment, job development and placement services, social service referrals, and case management. Its three main trainings are Blue Collar Prep (comprehensive 6-week full-time program), NEW at Night (6-week evening program) and ReNEW (6-week pre-apprenticeship program that highlights green collar jobs). NEW recently expanded to a second training facility at Sunset Park, Brooklyn which also houses the ReNEW program, NEW has worked with young adults who are currently or previously have been involved in the foster care system and have a criminal background.

GENERAL SERVICES OFFERED BY NEW TO TEENS AND YOUNG ADULTS

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching (part of the Mentorship Program)
Job Placement
Job Retention support
Occupational / Sectoral Skills Training: Construction

OTHER
Professional Clothing for Youth (make referrals)
Budgeting/ Financial Literacy
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
Car/Subway Fare for Interviews - on an as-needed basis

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Construction; Maintenance; Manufacturing; Transportation

New York City Young Adult Workforce Development Provider Directory, 2011-2012

Northern Manhattan Improvement Corporation

76 Wadsworth Avenue
 New York, NY 10033
 212.822.8314
<http://www.nmic.org/>

Sulia Joa,
 Program Manager (Workforce Development)
suliajoa@nmic.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan	16-24	450

Northern Manhattan Improvement Corporation (NMIC) is a nonprofit, community based organization founded in 1979 that serves the low-income, mostly immigrant residents of upper Manhattan. Its mission is to serve as a catalyst for positive change in the lives of the people in our community on their paths to secure and prosperous futures. NMIC’s workforce development programs help the unemployed and underemployed residents of upper Manhattan to develop marketable work skills and secure employment in the public and private sectors. Services include case management and goal setting, job readiness training, resume building and interviewing techniques, individualized career counseling, job placement and retention services, work support benefits, special employment training for food stamp recipients, and an internship program for young adults ages 18 - 24. NMIC’s Building Maintenance and Weatherization program prepares residents for green jobs in a program that includes hands-on training in the energy efficiency and building maintenance and weatherization field. Young adults can participate in all of these programs and services, as well as the Young Adult Internship Program for disconnected youth ages 18 to 24. NMIC has extensive experience working with young adults who lack a high school diploma or GED, as well as some experience with individuals who have a criminal background, are pregnant and/or parenting, and are currently or previously have been involved in the foster care system.

GENERAL SERVICES OFFERED BY NMIC TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Basic Literacy (for under 6 th grade reading level)
Pre-GED
GED
Basic Computer Skills Training
ESOL

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
External Internship Placement (Subsidized / Stipend)
Occupational / Sectoral Skills Training: Building Maintenance and Weatherization with certificate
Job Placement/Career Advancement
Job Retention support
Young Adult Internship Program

OTHER
Professional Clothing for Youth
Budgeting/ Financial Literacy
Transportation Assistance for Interviews
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., referrals to needed Social Services, Public Assistance, etc.)
Work Support and Eligibility Screening for Benefits

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Customer Service/Retail; Food Service; Healthcare; Maintenance; Security

New York City Young Adult Workforce Development Provider Directory, 2011-2012

NPower Technology Service Corps

240 East 123rd Street, 3rd Floor
 New York, NY 10035
 212.444.7275
<http://www.npower.org/>

Patrick Cohen,
 Program Director
patrick.cohen@npower.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan; Brooklyn	18-25	120

NPower's Technology Service Corps (TSC) was launched in 2002 and prepares underserved New York City young adults ages 18 to 25 to become IT professionals in the nonprofit, public and business sectors. TSC's intensive, 22-week training curriculum (17 weeks of training and 5-week paid internship) is adapted from Cisco Networking Academy and covers topics ranging from PC configuration to networking, troubleshooting, customer service and communications. In addition, through numerous professional development workshops, internships and one-on-one guidance and support, TSC students learn and practice everything else it takes to succeed in a professional work environment. Many of these activities are powered by corporate partner volunteers. TSC also provides employment assistance and helps alumni pursue further for education, training and professional development. Students must have a high school diploma or GED to participate. TSC has worked with young adults who are currently or previously have been involved in the foster care system, have a criminal background, are pregnant and/or parenting, and have physical disabilities. NPower is growing in its ability to serve the NYC population with a new site being opened in Harlem in October 2011.

GENERA SERVICES OFFERED BY NPOWER TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Computer Skills Training	Job Readiness	Professional Clothing for Youth
	Career Counseling	Budgeting/ Financial Literacy
	Job Coaching	Car/Subway Fare for Interviews
	External Internship Placement (Subsidized / Stipend)	Case Conferencing/ Collaborative Work with Other Agencies
	External Internship Placement (Unsubsidized / Unpaid)	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
	Job Placement	
	Job Retention support	
	Occupational / Sectoral Skills Training: IT sector	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Banks/Financial Services; Non-Profits/CBOs; Food Service; Technology; Security

New York City Young Adult Workforce Development Provider Directory, 2011-2012

SCAN New York

345 East 102nd Street, Suite 301
 New York, NY 10029
 212.289.8030
<http://www.scanny.org/>

Eugene Rodriguez,
 Executive Director
generodriguez74@gmail.com

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan; Bronx	14-24	1,000

SCAN NY works to provide at-risk families and children living in East Harlem and South Bronx with integrated family-focused programming which uses a positive approach, harnessing individual strengths and aiming to foster responsibility, self-esteem, initiative and the development of life skills. Its award-winning upward-bound program “Reach for the Stars” provides career and college-readiness services such as counseling, tutoring, assistance with college applications, and financial aid to high-school students. SCAN offers occupational training and certification in NRF Customer Service and BPI Building Analyst, as well as direct placement services for the DYCD-sponsored Jobs To Build On program for out-of-school, out-of-work and transitioning young adults. SCAN has strong experience in working with young adults who have entered the criminal justice system. The SCAN Violence Prevention Program serves arrested teenagers in the Bronx and Northern Manhattan, employing a variety of tactics to reduce future arrests and increase personal development such as individual, peer and family counseling; home, school, and prison visits; crisis intervention; parent training; martial arts; and electronic curfew management. Furthermore, SCAN has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, are pregnant and/or parenting, and have a physical disability.

GENERA SERVICES OFFERED BY SCAN TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Literacy (for under 6 th grade reading level)	Job Readiness	Professional Clothing for Youth
Pre-GED	Career Counseling	Budgeting/ Financial Literacy
GED (by referral)	Job Coaching	Drug Testing
Basic Computer Skills Training	External Internship Placement (Subsidized / Stipend)	Case Conferencing/ Collaborative Work with Other Agencies
College Entrance/ Exam Preparation	“Try-Out” In House Jobs	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
	Job Placement	Car/Subway Fare for Interviews
	Job Retention support	
	Occupational / Sectoral Skills Training: Computer Training	
	Jobs To Build On Program	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Non-Profits/CBOs; Day Care; Customer Service/Retail; Hospitality; Maintenance; Technology; Architectural Firm

New York City Young Adult Workforce Development Provider Directory, 2011-2012

Stanley M. Isaacs Neighborhood Center

415 East 93rd Street
 New York, NY 10028
 212.360.7625

<http://www.isaacscenter.org/>

Felix Castro,
 Recruitment & Intake Specialist
fcastro@isaacscenter.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan	18-24	395

Founded in 1964 in the settlement house tradition, the Stanley M. Isaacs Neighborhood Center’s services include Meals on Wheels, adult day services, a senior center of over 2,100 members, after school and evening programs for children and teens, youth employment and education services, adult education classes, cultural and educational events, and workshops. The Isaacs Center has a track record of program innovations that have served as models for others in the fields of older adult services, adult education and youth services. Its Youth Employment & Education Program (YEP) focuses on changing the attitudes that lead to defeat and failure and teaches young people how to be successful and develop basic skills that will help them become self-sufficient. This means helping them develop goals and interpersonal skills and, most important, a work-ready attitude. YEP training encompasses intensive workshops, including computer and clerical work instruction, with two years of follow-up support services including job development and replacement assistance. The Isaacs Center has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, and have a criminal background.

GENERA SERVICES OFFERED BY ISAACS CENTER TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Pre-GED
GED
Basic Computer Skills Training

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
External Internship Placement (Subsidized / Stipend)
External Internship Placement (Unsubsidized / Unpaid)
Job Placement
Job Retention support
Occupational / Sectoral Skills Training: Customer Service Certification

OTHER
Professional Clothing for Youth
Budgeting/ Financial Literacy
Car/Subway Fare for Interviews
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Non-Profits / CBOs Customer Service/Retail; Day Care; Food Service; Healthcare; Security

New York City Young Adult Workforce Development Provider Directory, 2011-2012

StreetWise Partners, Inc.

594 Broadway, Suite 510
 New York, NY 10012
 646.705.0029

<http://www.streetwisepartners.org/>

Greg Wise,
 Director of Programs & Evaluation
greg@streetwisepartners.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan	18-24	50

StreetWise Partners is a highly effective, cost efficient career development program that works with low-income individuals to help them overcome employment barriers, break the cycle of poverty, obtain better jobs and achieve short term as well as long term economic self-sufficiency. StreetWise accomplishes this by tapping into the expertise of volunteer corporate professionals who provide customized one-on-one job skills training, access to professional networks, career coaching and job search assistance. StreetWise Partners assists people in proactively developing their career, not just their next job, and provides the tools and support required to set and achieve specific career goals.

GENERSVICES OFFERED BY STREETWISE PARTNERS TO TEENS AND YOUNG ADULTS

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching

OTHER
Professional Clothing for Youth
One-on-One Mentoring

Young Adult Participants Typically Placed in the Following Occupations/Sectors:

Clerical/Office; Construction; Customer Service/Retail;
 Food Service; Healthcare; Maintenance; Manufacturing; Security

VISIONS/Services for the Blind and Visually Impaired

135 W. 23rd Street
 New York, NY 10011
 646.486.4444

<http://www.visionsvcb.org/>

Dawn Suvino,
 Director of Workforce Development and Training
dsuvino@visionsvcb.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan	14-24	125

VISIONS has served as a nonprofit social service and vision rehabilitation agency for 85 years, providing free services for people of all ages who are legally blind or severely visually impaired. Along with vision rehabilitation, independent living training and support groups, VISIONS offers both job placement and training assistance. VISIONS offers occupational skills training in the areas of retail, customer service, and clerical work. VISIONS also holds an annual 7-day employment and technology institute featuring workshops and seminars by seasoned professionals, and hands-on demonstrations for adults (18+ years of age) who are blind or visually impaired. For youth and young adults VISIONS provides after school and summer work experience training, as well as academic enrichment and physical fitness programs. Along with working with the blind or visually impaired, VISIONS has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, and are pregnant and/or parenting.

GENERA SERVICES OFFERED BY VISIONS TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Literacy (for under 6 th grade reading level)	Job Readiness	Car/Subway Fare for Interviews
Pre-GED	Career Counseling	Budgeting/ Financial Literacy
GED	Job Coaching	Case Conferencing/ Collaborative Work with Other Agencies
Basic Computer Skills Training	External Internship Placement (Subsidized / Stipend)	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
	External Internship Placement (Unsubsidized / Unpaid)	Excursions
	“Try-Out” In House Jobs	Health and Wellness
	Job Placement	Nutrition
	Job Retention support	
	Occupational / Sectoral Skills Training	
	Summer Youth Employment Program	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:

Banks/Financial Services; Clerical/Office; Non-Profits/CBOs; Customer Service/Retail; Day Care; Food Service; Healthcare; Hospitality; Technology

New York City Young Adult Workforce Development Provider Directory, 2011-2012

Workforce Enterprises

340 East 24th St., Room 416
 New York, NY, 10010
 917.613.5093
<http://www.we-nyc.com/>

Joe Hunt,
 Managing Director
jhunt@we-nyc.com

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan	16-24	N/A

Workforce Enterprises (WE-NYC) is a unique public/private venture that combines technical skills and work-readiness training within a real-world commercial printing environment. WE-NYC was launched in April of 2009 as a response to the growing gap between the increasing demand for productive, entry-level digital printing and document management staff, and the decreasing availability of such trained personnel. Employing a holistic and specialized approach that combines technical and work-readiness training, internships, job placement services, and one year of post-employment case management services, WE-NYC works to train and place New Yorkers with barriers to employment in sustainable careers in the Digital Printing and Document Management industries at above minimum wage starting salaries. WE-NYC plans to launch a youth specific venue in Brooklyn open to all disconnected youth ages 16 to 24. WE-NYC has worked with young adults who lack a high school diploma or GED, have a criminal background, and have physical disabilities (including those that are VESID eligible).

GENERA SERVICES OFFERED BY WE-NYC TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Pre-GED	Job Readiness	Car/Subway Fare for Interviews
Basic Computer Skills Training	Career Counseling	Case Conferencing/ Collaborative Work with Other Agencies
	Job Coaching	
	External Internship Placement (Unsubsidized / Unpaid)	
	Job Placement	
	Job Retention support	
	Occupational / Sectoral Skills Training	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:

Technology sector: in Copy Centers and Mail Rooms of large corporations; Facilities Management Firms & Business Solutions divisions of equipment manufacturers that staff and manage corporate mail/copy rooms; Document Scanning firms; Independent Copy Shops

New York City Young Adult Workforce Development Provider Directory, 2011-2012

Year Up New York

55 Exchange Place
 New York, NY 10005
 212.785.3340 ext 1338
<http://www.yearup.org/locations/newyork.htm>

Admissions Team
admissionsnyc@yearup.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan; Brooklyn	18-24	270

Year Up is a non-profit organization founded by a former software entrepreneur in 2000 that launched a New York office in 2006. Year Up engages low-income urban youth between the ages of 18 and 24 through a program model that combines intensive training, work experience, college credit and support services over the course of a year. Year Up's high standards lead to the effective development of workplace norms of behavior, dress, and communication, as well as relevant technical skills. Participants earn placements with leading companies for a six-month internship, which offers vital work experience and reflects Year Up's strong working relationship with employers and corporate partners. By employing a sector-based focus on information technology and investment operations in its training and internships, the program provides a pool of skilled workers that fit employers' needs while increasing participants' ability to access jobs. Participants also earn a stipend up to \$260 per week and college credits from College partners (Pace University and Empire State College). Young adults must have a high school degree or GED to participate. Year Up has worked with young adults who are currently or previously have been involved in the foster care system.

GENERAL SERVICES OFFERED BY YEAR UP TO TEENS AND YOUNG ADULTS

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
External Internship Placement (Subsidized / Stipend)
Job Placement
Occupational / Sectoral Skills Training: IT, Financial Operations, Quality Assurance Software Testing

OTHER
Professional Clothing for Youth
Budgeting/ Financial Literacy
Drug Testing
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
Car/Subway Fare for Interviews

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Banks/Financial Services; Technology

Youth Action Programs and Homes, Inc.

206 East 118th Street
 New York, NY 10035
 212.860.8170

Denise Taylor,
 OASAS Program Director
dtaylor@yaphonline.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan	18-24	38

Transforming young people's lives and the East Harlem community for over 30 years YAPH is an East Harlem based organization that has acted on the belief that young people could be a powerful force for good in their neighborhood. Its mission is "to create a community of youth and young adults committed to taking responsibility for their own lives and for improving the larger community." YAPH offers the YouthBuild Program, a GED, construction training and youth development program for young adults ages 17 to 24. YAPH has worked with young adults who are currently or previously have been involved in the foster care system, have a criminal background, and are pregnant and/or parenting.

GENERA SERVICES OFFERED BY YAPH TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Pre-GED
GED
Basic Computer Skills Training
College Entrance/ Exam Preparation

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
External Internship Placement (Subsidized / Stipend)
External Internship Placement (Unsubsidized / Unpaid)
"Try-Out" In-House Jobs
Occupational / Sectoral Skills Training: YouthBuild

OTHER
Professional Clothing for Youth (as necessary)
Budgeting/ Financial Literacy
Drug Testing
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
Car/Subway Fare for Interviews
Alcohol and Drug Prevention Counseling
General Counseling
Life Skills

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Construction; Customer Service/Retail; Food Service; Healthcare; Maintenance; Security

QUEENS

Business Leaders of Tomorrow Leadership Empowerment Center Inc.

131-08 Liberty Avenue
 Richmond Hill, NY 11419
 718.713.4104
<http://www.blotlec.org/>

Rachel Gordon,
 Executive Director
blot2000@yahoo.com

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Queens	14-24	35

The Business Leaders of Tomorrow Leadership Empowerment Center (BLOTLEC) is driven by its mission to teach community youth and young adults the importance of leadership and the significant roles they can each play in society as productive business leaders by fostering the lessons of leadership empowerment and entrepreneurship in them. Founded and led by Rachel Gordon, who has personal experience in the difficulties faced by at-risk and disconnected youth, BLOTLEC aims to strengthen individuals and the community by relieving some of the barriers they may face. BLOTLEC has been collaborating with NYC Department of Probation since 2004, its leadership program serving as an alternative to incarceration and detention for juvenile offenders. The organization offers 4 week training programs in Customer Service and Sales that prepare students to attain National Retail Federation certification. The Workforce Development Training Initiative is a 12 to 14 week program specifically tailored for at-risk disadvantaged youth ages 10 through 24 that teaches both soft skills such as leadership, teambuilding and conflict resolution, and hard skills such as business development and execution. For individuals 18 and older, BLOTLEC has begun an Entrepreneurship Program consisting of individual workshops that explore various aspects of creating a small business. BLOTLEC also has strong experience serving youth enrolled in foster care, detention centers and group homes.

GENERA SERVICES OFFERED BY BLOTLEC TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Basic Computer Skills Training

EMPLOYMENT RELATED
Job Readiness Preparation Workshops
Career Counseling: "Career Development Workshops"
Job/Mentorship Coaching
Job Placement
Occupational / Sectoral Skills Training: National Certification in Customer Service and Sales Training

OTHER
Budgeting/ Financial Literacy
Case Conferencing/ Collaborative Work with Other Agencies
Entrepreneurship/Small Business Training

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Banks/Financial Services; Clerical/Office; Non-Profits/CBOs; Customer Service/Retail; Hospitality

Catholic Charities Neighborhood Services (CCBQ)

23-40 Astoria Boulevard
 Astoria, NY 11102
 718.726.9790
<http://www.ccbq.org/>

Theresa Yuan,
 Director, Youth Programs
tyuan@ccbq.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Queens	16-24	200

Queens North Community Center Leaders in Training houses a GED program for youth 17-21 years of age, a 21st Century after school enrichment program and a Young Adult Internship Program (“YAIP”) for youth 16-24 who are out-of-school and out-of-work when they apply. Additional afterschool enrichment is offered from 2:30-4 pm every weekday and include English and Math Tutoring, Wii Recreation, Art, Improvisational Acting, Film Viewings and Discussion, and Work Readiness. College tours, job readiness workshops, healthy living and financial literacy workshops are available throughout the year for all students registered in our GED program or enrichment program. CCNS also offers a Young Adult Internship Program targeted to youth 16-24 who are out-of-school and out-of-work with at least a sixth grade reading level Young adults who are disabled, have experience in foster care, are runaway and homeless or runaway and homeless and LGBTQ, or have a criminal background are encouraged to apply.

GENERA SERVICES OFFERED BY CCBQ TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Literacy (for under 6 th grade reading level)	Job Readiness	Professional Clothing for Youth – by referral
GED	Career Counseling	Budgeting/ Financial Literacy
Basic Computer Skills Training	Job Coaching	Case Conferencing/ Collaborative Work with Other Agencies
College Entrance/ Exam Preparation	External Internship Placement (Subsidized / Stipend)	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
Spanish Adult GED	External Internship Placement (Unsubsidized / Unpaid)	Car/Subway Fare for Interviews
	Job Placement	Food Pantry
	Job Retention support	Social Services
	Young Adult Internship Program	
	Summer Youth Employment Program	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Non-Profits / CBOs; Construction; Customer Service/Retail; Day Care; Healthcare; Legal Services; Forestry; Performing Arts

New York City Young Adult Workforce Development Provider Directory, 2011-2012

Central Queens YM & YWHA

67-09 108th Street
 Forest Hills, NY 11375
 718.268.5011 ext.102
<http://www.centralqueensy.org/>

Ashley Fields, Director
 Youth & Adolescent Community Based Programs
afields@centralqueensy.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Queens	14-24	600+

The Central Queens Y (CQY) is a non-profit community center serving over 10,000 persons of diverse backgrounds in Queens County. The CQY provides a continuum of social, recreational, and educational services for children, families and adults. Among these are several programs for youth and young adults that are based both within the center and the community itself. Its primary program for out-of-school youth is the E.V.E. Program (Educational & Vocational Excellence) for ages 17 to 21, which helps young adults develop educational and work-readiness skills. All young adults in this program have the opportunity to become a certified EMT as well as earn their GED and/or enroll in college and/or pursue their career goals. CQY also offers the following programs for adolescents, young adults, older adults and those with refugee and asylum status who are in need of assistance: GED classes. Computer Skills classes, Basic & Vocational ESL classes, Job Placement & Retention, Work Readiness Training and Case Management Support.

GENERA SERVICES OFFERED BY CQY TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Pre-GED	Job Readiness	Car/Subway Fare for Interviews for specific program participants
GED	“Try Out” In House Jobs	Case Conferencing/ Collaborative Work with Other Agencies
	External Internship Placement (Subsidized / Stipend)	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
	External Internship Placement (Unsubsidized / Unpaid)	
	Job Placement	
	Occupational / Sectoral Skills Training: EMT Training	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Non-Profits/CBOs; Day Care; Healthcare; Maintenance; Security

New York City Young Adult Workforce Development Provider Directory, 2011-2012

F-E-G-S Health and Human Services System

315 Hudson Street
 New York, NY 10013
 212.366.8531
<http://www.fegs.org/>

Courtney Hawkins,
 VP of Education and Youth Services
chawkins@fegs.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan; Brooklyn; Bronx; Queens	14-24	4,500

F-E-G-S Health and Human Services System delivers a broad range of services to more than 100,000 individuals and families a year, at more than 350 facilities, residences and offsite locations across New York City and on Long Island. The mission of F-E-G-S's Education and Youth Services (EYS) Division is to help at-risk youth reach their potential and become self-sufficient. Each year, F-E-G-S helps 4,500 young people as they work to graduate from high school, obtain a GED, enter college and prepare for and obtain employment. F-E-G-S's Bronx Youth Center, located in the South Bronx, provides education, career development and supportive services for disconnected young adults ages 16-24 and includes a unique program for youth aging out of foster care called The Academy. Also located at the Bronx Youth Center are the Young Adult Internship Program and Social Innovation Fund Project Rise, an educationally conditioned internship program that also offers a full year of education and supportive services. F-E-G-S also operates a number of school based Learning to Work programs for overage and under-credited high school students that provide students with comprehensive supportive services along with paid internships and college planning support. F-E-G-S has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, are pregnant and/or parenting, and have a physical disability.

GENERAL SERVICES OFFERED BY F-E-G-S TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Literacy (for under 6 th grade reading level)	Job Readiness	Professional Clothing for Youth
Pre-GED	Career Counseling	Budgeting/ Financial Literacy
GED	Job Coaching	Car/Subway Fare for Interviews
Basic Computer Skills Training	External Internship Placement (Subsidized / Stipend)	Case Conferencing/ Collaborative Work with Other Agencies
College Entrance/ Exam Preparation	External Internship Placement (Unsubsidized / Unpaid)	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
College Transition Support	"Try-Out" In House Jobs	The Academy (specifically for foster care young adults)
	Job Placement	
	Job Retention support	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:

Clerical/Office; Non-Profits/CBOs; Customer Service/Retail; Day Care; Food Service; Security

New York City Young Adult Workforce Development Provider Directory, 2011-2012

HANAC

49 West 45 St.
 New York, NY 10036
 212.840.8005
<http://www.hanac.org/>

Zacharine Pappas,
 Associate Executive Director
zpappas@hanac.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Queens; Manhattan	18-24	250-300

HANAC is a non-profit service organization first created in response to the needs of the growing immigrant community of New York City. Today it works to provide social services to needy New Yorkers, especially immigrants, the elderly, youth and young adults, and families within the surrounding multi-ethnic communities. HANAC offers several employment and training services, which are all available to native English speakers as well as those learning English as a Second Language. The BEGIN Work Study Program is designed to assist participants in becoming financially independent by increasing their academic standing and providing them with job readiness and work experience. Students can remain in the program from 6 to 18 months, engaging in 2 days of educational classes (basic literacy to GED Prep) and 3 days of work. In partnership with the Consortium for Worker Education, HANAC's Jobs to Build On program prepares underemployed and unemployed New Yorkers through work readiness, training, placement and follow-up retention services. Its Career Pathways program provides training in Customer Service and the Green Energy sectors. HANAC also offers the Summer Youth Employment Program specifically for youth ages 14 to 21, providing participants with work experience in jobs sites such as nursing homes, offices, hospitals, day camps and child care centers.

GENERAL SERVICES OFFERED BY HANAC TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Basic Literacy (for under 6 th grade reading level)
Pre-GED
GED
Basic Computer Skills Training

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
External Internship Placement (Subsidized / Stipend)
Job Placement
Job Retention support
Occupational / Sectoral Skills Training: Green jobs with Energy Efficient Technician, Level 1; Customer Service Training, National Work Readiness Credential
Summer Youth Employment Program

OTHER
Budgeting/ Financial Literacy
Car/Subway Fare for Interviews
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Construction; Customer Service/Retail; Healthcare; Maintenance; Security

New York City Young Adult Workforce Development Provider Directory, 2011-2012

Henkels & McCoy

31-00 47th Avenue
 Long Island City, NY 11101
 718.706.0407
<http://www.henkels.com/>

Nichol Perry,
 Career Coach
npperry@henkels.com

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Bronx; Queens	16-24	350

Henkels & McCoy, Inc. is a nationwide utility construction, engineering, and training services corporation. As both a training facility and a large-scale private sector employer, H&M understands the skills and attributes that businesses look for in entry level employees. H&M works to offer training in demand occupations (e.g., retail, customer service) with good wages at hire, good retention rates, growth within the industry, and provide custom training for private entities. H&M Career Connections works to help both In-School and Out-of-School youth work through individuals' barriers to self-sufficiency in order to successfully enter the workforce. Its 4-week Career Connections program helps youth ages 17-21 and includes job readiness instruction and GED preparation, as well as training on computer assembly, green collar jobs, customer service and construction. Three certifications are offered in construction (Occupational Safety and Health Administration 10), customer service (National Retail Federation Customer Service Certificate), and green building (National Center for Construction Education and Research Certificate). The organization offers various incentives to keep students motivated and working such as Build to Keep, a program in which all participants build and keep their own computer, and monetary rewards for passing certification exams, and obtaining and retaining a job. H&M has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, are pregnant and/or parenting, and have physical disabilities.

GENERA SERVICES OFFERED BY H&M TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Basic Literacy (for under 6 th grade reading level)
Pre-GED
GED
Basic Computer Skills Training
College Entrance/ Exam Preparation

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
External Internship Placement (Subsidized / Stipend)
"Try-Out" In-House Jobs
Job Placement
Job Retention support
Occupational / Sectoral Skills Training: Green Collar Jobs, Customer Service and Construction

OTHER
Professional Clothing for Youth (make referrals)
Budgeting/ Financial Literacy
Car/Subway Fare for Interviews
Case Conferencing/ Collaborative Work with Other Agencies
Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
Computer Building

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Non-Profits/CBOs; Construction; Customer Service/Retail; Food Service; Security; Technology

New York City Young Adult Workforce Development Provider Directory, 2011-2012

LaGuardia Community College

31-10 Thomson Ave., Rm C-314
 Long Island City, NY 11101
 718.482.5340
<http://www.lagcc.cuny.edu/home/>

M'Sell Patterson,
 Asst. Director for Workforce Education Center
msellpa@lagcc.cuny.edu

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Queens	16-24	1,200

LaGuardia Community College of CUNY is located at a transit hub that links Queens, the most ethnically diverse borough, with the world center for finance, commerce and the arts. The college provides access to higher education and serves New Yorkers of all backgrounds, ages and means. LaGuardia Community College is committed to: 1. Offering career, as well as liberal arts and science curricula, developmental education and transfer preparation, cooperative education internships, continuing education classes, and training programs serving individuals, businesses, and public agencies; 2. Responding creatively to changes in student population, technology, and the global economy; 3. Preparing students to become full participants in the economic and civic life of the city, nation, and world; 4. Cultivating partnerships with business, community groups, government, and public schools to enhance the economic, social, cultural and educational development of Western Queens and New York City. Apart from its classes and training programs, LaGuardia also offers the 14-week Young Adult Internship Program for disconnected young adults ages 16 to 24. LaGuardia's Career Development Center (CDC) is a comprehensive career counseling center that offers career assessment, counseling and planning; vocational training or education referrals; and job search skills for adults changing careers, the underemployed and others. LaGuardia has experience working with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, and are pregnant and/or parenting.

GENERAL SERVICES OFFERED BY LCC TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
GED	Job Readiness	Professional Clothing for Youth (by referral)
Basic Computer Skills Training	Career Counseling	Budgeting/ Financial Literacy
College Entrance/ Exam Preparation	Job Coaching	Car/Subway Fare for Interviews (for YAIP)
	External Internship Placement (Subsidized / Stipend)	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
	External Internship Placement (Unsubsidized / Unpaid)	
	Job Placement	
	Job Retention support	
	Occupational / Sectoral Skills Training	
	Summer Youth Employment Program	
	Young Adult Internship Program	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:

Clerical/Office; Non-Profits/CBOs; Customer Service/Retail; Day Care;
 Food Service; Healthcare; Hospitality; Maintenance; Technology; Transportation

Micropower Career Institute

75-26 Broadway
 Elmhurst, New York 11373
 718.507.2663
<http://www.mpow.edu/>

Shruti Nayar,
 Director
shrutin@mpow.com

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Manhattan; Queens	16-24	72

Micropower Career Institute provides educational opportunities that emphasize current skills and knowledge in emerging technologies to allow students to pursue their professional and educational goals through career-oriented certification programs in the areas of Computer Networking, Software, Internet, Programming, Medical and Dental assistant, Medical Billing and Coding, Medical Insurance, EKG, Phlebotomy, Business Accounting and ESL. Micropower also offers a 6 month Power Your Dreams Programs with the Hopes and Dreams Foundations, a non-profit organization dedicated to the awareness and appreciation of children and young adults with disabilities. MPOW has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, are pregnant and/or parenting, and have physical disabilities.

GENERA SERVICES OFFERED BY MPOW TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
Basic Computer Skills Training

EMPLOYMENT RELATED
Job Readiness
Career Counseling
Job Coaching
External Internship Placement (Subsidized / Stipend)
External Internship Placement (Unsubsidized / Unpaid)
Job Placement
Job Retention support
Occupational / Sectoral Skills Training

OTHER
Power Your Dreams Program

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Customer Service/Retail; Healthcare; Technology

Queens Community House

108-25 62nd Drive
 Forest Hills, NY 11375
 718.592.5757

<http://www.queenscommunityhouse.org/>

Sean Reyes,
 Director of Youth Employment
sreyes@gchnyc.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Queens	14-24	800

Queens Community House is committed to the personal growth of the diverse people it serves and to the creation of self-reliant, open, responsible communities. Established in the settlement house tradition, it embodies the core belief that all persons can and want to grow and that all can contribute. QCH has a wide array of programs and services for youth and young adults. The Learning to Work/Young Adult Borough Center (YABC) is an alternative pathway to graduation that uses a hands-on approach that provides each participating student with an individual staff member, who guides and mentors each student through the process to high school graduation or GED completion for youth ages 18 to 21. LTW provides the YABC/GED participants with a paid internship and in-depth job readiness and career exploration program where students participate in a weekly seminar to enhance their knowledge of career and college options, and practical career-building steps. Supports for disconnected youth continue through completion of an associate's degree at community colleges. Also offered are multiple support services, including internships, college and career guidance and individual counseling. Students are placed in paid internships for 10 hours a week at sites that include non-profit organizations, for-profit businesses, and government agencies in Queens and elsewhere in New York City. QCH also has programs aimed at teens to help prepare them for the workforce, including employment training workshops that teach resume preparation, job seeking and interviewing skills, and career options, summer jobs, and college counseling. QCH has worked with young adults who are currently or previously have been involved in the foster care system, lack a high school diploma or GED, have a criminal background, are pregnant and/or parenting, and have physical disabilities.

GENERA SERVICES OFFERED BY QCH TO TEENS AND YOUNG ADULTS

EDUCATION RELATED
College Entrance/ Exam Preparation
Comprehensive Support to complete high school and college education

EMPLOYMENT RELATED
Job Readiness
Career Counseling
External Internship Placement (Subsidized / Stipend)
Job Coaching
Job Placement

OTHER
Budgeting/ Financial Literacy
Case Conferencing/ Collaborative Work with Other Agencies

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Non-Profits/CBOs; Customer Service/Retail; Day Care; Healthcare

Queens Educational Opportunity Center - SUNY

158-29 Archer Avenue
 Jamaica, NY 11433
 718.725.3403
<http://qns.eoc.suny.edu/>

Khayriyyah H. Ali,
 Executive Director
Khayriyyah.Ali@queens.eoc.suny.edu

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Queens	16-24	150

The SUNY - Queens Educational Opportunity Center (EOC), administered by York College – CUNY, aims to produce lifelong learners in the surrounding communities who are self-directed, empowered, and committed to excellence. Programs and services are structured to adapt to the needs of the community, and to serve as a readily accessible first step toward the attainment of long-term education/and or vocational goals. All programs are tuition-free for eligible participants. Along with GED preparation and testing as a New York State certified GED Exam Test site, the EOC offers job readiness and training in the security, healthcare, and IT fields. Its Microsoft IT Academy and ATTAIN Summer Institute provide participants with skills and certification in Word, PowerPoint and Excel. Security Guard training offers 8 and 16 hour certificates and job placement assistance, while the Computerized Medical Billing Specialist training prepares students as certified medical billers and coders and includes a 6 week unpaid internship. Along with working with young adults who lack a high school diploma or GED, the Queens EOC has experience with young adults that have barriers to employment, or who are currently or previously have been involved in the foster care system, offering support that assists their personal development through services such as transitional workshops.

GENERAL SERVICES OFFERED BY QUEENS EOC TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Skills Development - Math (for under 6 th grade math level)	Job Readiness	Budgeting/ Financial Literacy
Basic Education (Pre-GED)	Career Counseling	Case Conferencing/ Collaborative Work with Other Agencies
GED Prep	External Internship Placement (Unsubsidized / Unpaid)	Case Management (e.g., connecting youth with housing, Public Assistance, etc.)
Digital Literacy and Microsoft Certification Training	Job Placement Assistance	
College Preparation Pathways-to-College	Occupational / Sectoral Skills Training: Security guard; Microsoft Office; Certified Biller & Coding	
English-as-a-Second-Language (Advanced) classes		

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Customer Service/Retail; Food Service; Healthcare; Security

New York City Young Adult Workforce Development Provider Directory, 2011-2012

YWCA of Queens

42-07 Parsons Blvd.
 Flushing, NY 11355
 718.353.4553
<http://www.ywcaqueens.org/>

Stacy McKelvey,
 Director, Center for Youth
stacymckelvey@ywcaqueens.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Queens	14-21	100-150

The Young Women's Christian Association (YWCA) of Queens is a nonprofit organization working to deliver essential services to immigrant women and their families with the goal of preserving and strengthening traditions while also serving as a bridge to the mainstream culture and community in the most diverse borough, in the most diverse city, in the country. YWCA's Center for Youth serves both in-school and out-of-school youth, taking a holistic approach in working with adolescents by interweaving emotional support into all its programs with the aim of helping young adults lead self-sufficient, productive lives.

The two cornerstone programs of our youth department are our GED preparation and work readiness program called YW-Access and our volunteer program Project CITY. Our YW-Access program helps participants earn their GED while focusing on employment training skills and/or college preparation. Job readiness training includes soft skills such as customer service, conflict resolution, and teamwork; career exploration; resume and cover letter writing; and interview skills. Upon successful completion of the program, students have access to a variety of services including GED test scheduling, job search assistance, and college application and financial aid help. Our Project CITY program offers adolescents the opportunity to engage in community service as a medium for skill and experience growth. In this program, students have the opportunity to volunteer at educational, career-oriented or community based volunteer sites and also attend career development workshops. The YWCA of Queens has worked with young adults who lack a high school diploma or GED, have a criminal background, and are pregnant and/or parenting.

GENERA SERVICES OFFERED BY YWCA QUEENS TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Pre-GED	Job Readiness	Case Conferencing/ Collaborative Work with Other Agencies: GED Testing Centers
GED (L.E.A.D. and YW- Access Program)	Career Counseling	Counselor (Mental Health and Social Issues)
	Job Coaching	Project CITY
	External Internship Placement (Unsubsidized / Unpaid)	
	Job Placement	
	Occupational / Sectoral Skills Training: Home Health Aide Program	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Customer Service/Retail; Day Care; Food Service; Security

STATEN ISLAND

New York City Young Adult Workforce Development Provider Directory, 2011-2012

New York Center for Interpersonal Development

130 Stuyvesant Place, 5th floor
 Staten Island, NY 10301
 718.947.4022
<http://www.nycid.org/>

Mary Castellana,
 Exec. Office Manager, Contract Manager, EO Liaison
Mcastellana@nycid.org

Boroughs Served	Age Range Served	Average Number of Youth Served Annually
Brooklyn; Staten Island	14-24	N/A

Founded in 1970, New York Center for Interpersonal Development (NYCID) is a not-for-profit organization located on Staten Island, providing youth, community, and professional development programs, as well as dispute resolution services that educate and inform the public about constructive problem solving, and effective communication. NYCID's programs and services are wide-ranging and include school-based after school enrichment programs, a transfer high school, drop-out prevention services, a pre-GED, and Career preparation program, numerous innovative mediation and conflict management services, and dynamic trainings and professional development workshops. NYCID partakes in a 14-week Young Adult Internship program for disconnected young adults ages 16 to 24. NYCID has incorporated the Learning to Work program at its Young Adult Borough Center (YABC) for young adults ages 17 ½ to 24, and the Olympus Academy, a transfer High School, specializing in working with under credited young adults to prepare them for post secondary education and/or employment. NYCID also offers the Achievement in Career and Education program for Out of School Youth (OSY), help participants prepare for their GED with a Young Adult Literacy Program, and obtain occupational training. Pre-GED students attend class on campus at the College of Staten Island while receiving intensive case management and counseling services from NYCID staff, as well as work readiness training and higher education preparation. NYCID works with young adults who lack a high school diploma or GED, and those that are at-risk of going in that direction, and has worked with those who are pregnant and/or parenting.

GENERAL SERVICES OFFERED BY NYCID TO TEENS AND YOUNG ADULTS

EDUCATION RELATED	EMPLOYMENT RELATED	OTHER
Basic Literacy (for up to 6 th grade reading level)	Job Readiness: "Learning to Work" program	Case Conferencing/ Collaborative Work with Other Agencies
Pre-GED	Career Counseling	Case Management (ex. Youth, Housing, Lemon Law Arbitration)
Transfer School	Job Coaching	Car/Subway Fare for Interviews
After School Programs	External Internship Placement (Subsidized / Stipend)	Mediations: ex. Parent/Teen; Divorce; Civil Court; Workplace
High School Diploma (YABC)	Job Placement	
Graduate, Prepare, Succeed (GPS-NYC) program for at risk students at Port Richmond High School	Occupational / Sectoral Skills Training: Certified Nurse Assistant	
	Training Institute	
	Young Adult Internship Program	

Young Adult Participants Typically Placed in the Following Occupations/Sectors:
Clerical/Office; Customer Service/Retail; Healthcare; Maintenance; Security