

Department of Economic Development, Training and Employment

DIVISION OF TRAINING & EMPLOYMENT AND THE WORKFORCE DEVELOPMENT BOARD

OUR MISSION

The Essex County One-Stop Career Center consists of the critical workforce elements including the Division of Training and Employment, the Workforce Development Board (WDB), the Division of Welfare, community-based literacy providers and the NJ Department of Labor and Workforce Development.

The One-Stop Career Center System is committed to providing job seekers and employers with a complete array of labor market and work preparation services.

The design and delivery of core workforce development services are universally accessible to all individuals and employer customers. Based on the community's labor market needs, the One-Stop System provide services in a efficient, user-friendly, technology-based environment. The goals are to support business growth by connecting employers to a well prepared local labor force, foster strong work preparation skills, and empower job seekers with the information and support they need to make an informed decision leading to permanent, long-time work.

These goals are supported by knowledgeable staff, in a flexible and adaptable environment with a commitment to customer-based continuous improvement.

By providing all individuals with comprehensive, timely and accurate information and services, the One-Stop Career Center System facilitates a positive outcome for anyone who enters the system giving direct access to labor market information, labor exchange activities and the means to prepare for and secure gainful employment.



50 S. Clinton Street
East Orange, NJ

Joseph N. DiVincenzo, Jr.
Essex County Executive
and the
Essex County
Board of Chosen
Freeholders

Anibal Ramos, Jr.
Department Director
Department of Economic
Development, Training &
Employment

Samuel Okparaekwe
Division Director
Division of Training &
Employment and the
Workforce Development
Board

Julius Montford
Deputy Division Director
Division of Training &
Employment

Putting Essex County First

DIVISION OF TRAINING & EMPLOYMENT

Administers a wide range of Welfare-to-Work activities targeting TANF, GA, and ABAWD clients. The Division provides essential services and opportunities to clients to form a coordinated One-Stop System with support from the Division of Welfare, and the NJ Department of Labor and Workforce Development.

For more information, call: (973) 395-8600 / (973) 395-8400

WORKFORCE DEVELOPMENT BOARD

Along with the County Executive; the WDB is a policy-making body on workforce development and is mandated by the Federal Workforce Innovation & Opportunity Act (WIOA) to provide oversight of workforce and One-Stop programs and services. The WDB is responsible for developing policies to form a coordinated One-Stop System for an array of educational, employment and training programs that will meet the current and future demands of Essex County residents.

For more information, call: (973) 395-2869 / (973) 395-8400

ESSEX COUNTY SERVICES

Case Management Services:

The Divisions have a case management system for Work First NJ to work closely with other state and county departments in order to assist recipients of public assistance to find gainful employment and become self-sufficient. Case managers and employment specialist assess each recipient for program activities.



Recipients may be sent to job-search classes, community work experience, training programs, educational programs, and direct employment placement. During their period of participation, recipients are eligible for a transportation allowance and child care.

They are also eligible for extended Medicaid benefits and extended child care once they leave welfare assistance due to employment.

Vocational Counseling Unit:

This unit matches TANF and General Assistance, Food Stamp and ABAWD customers with available vocational training opportunities throughout Essex County. Moreover, this unit coordinates the provision of case management and basic “to-work” activities for General Assistance, Food Stamp and ABAWD customers.

Supported Assistance to Individuals & Families (SAIF) Program:

An intensive case management program to support clients reaching life time limits on public assistance. County staff will assist in ensuring that ancillary and supportive services are provided in conjunction to SAIF enrollment, that activities are properly sequenced, enrollments are recorded and support services available when required. Services provided by DTE staff and non-profit organizations.



Job Search and Workplace Literacy Classes:

This initiative will provide hard-to-serve clients with a range of life coping skill development opportunities and workshops. These workshops will include parenting skills, budgeting, time management, relationship building with family members and understanding dynamics of child rearing techniques. Clients are also provided the tools needed to retain employment.

Re-Entry Program:

This program relies on One-Stop support services and designed to assist in the reintegration of ex-offenders into the community. The program offers a wide-range of services including intake & assessment, basic skills training, and job training & assistance. Expungement services are available to those who qualify.

License Reinstatement Program:

This referral program will provide opportunities for individuals to reduce the impact of driver’s license suspension as a barrier to employment. Individuals who have suspended licenses due to unpaid fines by multiple Essex County Municipal courts. Participants must have some source of income sufficient to allow them to enter into and comply with an agreed to payment plan approved by the court. This program only covers fines imposed by courts in Essex County.



Workforce Innovation & Opportunity Act (WIOA) Youth Program:

The Essex County WIOA In-School Youth Program is a year-round program that serves in-school younger youth ages 14-18. The in-school program provides academic remediation, life skills training, job readiness workshops, high school preparation testing and work experience. **For more information, call: (973) 395-8663 | 395-8726**

Youth Resource Center:

This center is open to Out-of-School older youth ages 18-21 that are eligible under WIOA guidelines for education and employment services. Providing assessment and case management services including workplace

readiness, employment opportunities for academic enrichment, and leadership development skills. Youth, also receive basic skills enhancement, GED testing, and Vocational Training. **For more information, call: (973) 395-8663 | (973) 395-8726**

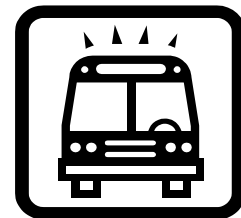
Workforce Innovation & Opportunity Act (WIOA) Adult/ Dislocated Workers:

The (WIOA) services are divided into three sub-categories, Core services, Intensive services, and Vocational training. (Utilizing Individual Training Accounts ITA’s).

Core services include assessment, job search and career counseling. Intensive services include comprehensive skills assessment, and individual employability plans for participants who do not obtain employment through core services.

Vocational training includes demand occupational training, participant choice training,

and job placement assistance. **For more information, call: (973) 395-8630 | (973) 395-8308**



Workforce Accessibility Vehicles (W.A.V.E.):

This innovative transportation program provides shuttle services for TANF clients to and from the Comprehensive One-Stop Center in East Orange and the Affiliate One-Stop in Newark. The WAVE also provides shuttle services to various “to-work” vendor sites. **For more information, call: (973) 395-8418**

Night Owl / Route 10 Shuttle

Essex Night Owl is a flexibly routed, demand response van service that serves the residents of Newark, Orange, East Orange, and Irvington who must either start or end their work shifts during overnight hours when NJ Transit bus routes service is **not** operating. Night Owl operates between 1:00 AM to 5:00 AM, seven days a week.

Rt. 10 Shuttle service provides transportation to individuals who need to travel to and from jobs in the Rt. 10 area, west of Rt. 10 & Murray Road and parts of Rt. 46. Rt. 10 shuttle operates weekdays 6:10 am to 9:30am and 3:00 pm to 7:00 pm.

Fairfield-West Essex Mall Loop

Provides transportation from the intersection of Bloomfield Avenue and Passaic Avenue in West Caldwell to townships of Fairfield and West Caldwell near Passaic Avenue, Route 46, and the Passaic River. Available on selective runs weekdays 6:10 am to 9:00 am and 3:00pm to 6:45pm.

For more information, call: (973) 395-8418 / Toll Free 1-866-208-1307

Career Resource Center

The Center serves to assist clients with resume writing, interviewing skills, and job search techniques. Resources include E-mail, Fax machines, Internet, Printers, and Telephones.

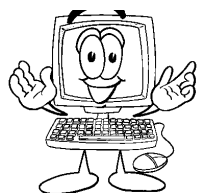
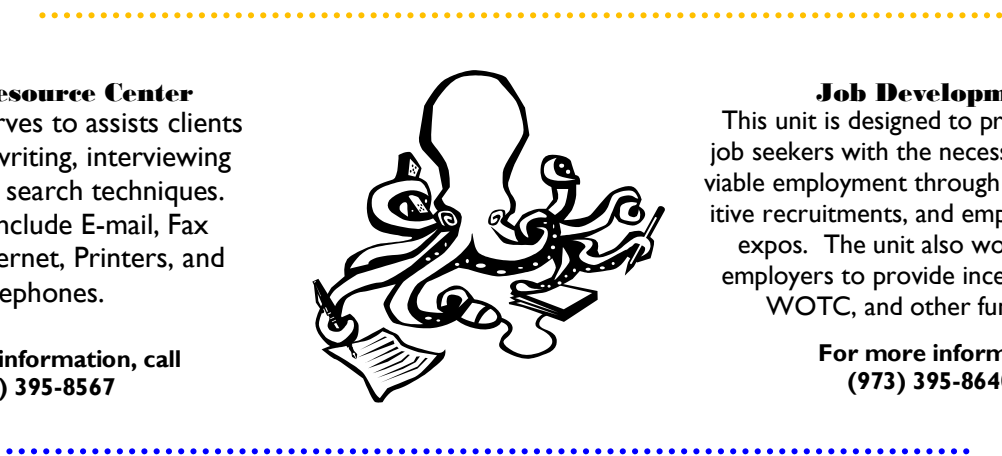
For more information, call (973) 395-8567



Job Development Unit

This unit is designed to provide pre-screened job seekers with the necessary job referrals for viable employment through direct referrals, positive recruitments, and employment and service expos. The unit also works with potential employers to provide incentives such as OJT, WOTC, and other funded programs.

For more information, call (973) 395-8640 / 8415



Workforce Learning Link

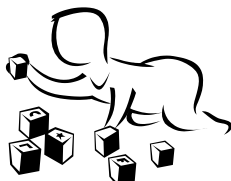
This initiative funded by the New Jersey Department of Labor offers valuable workforce development and basic skills for target participants to prepare for their High School Proficiency Test and learn life readiness skills using current technology.

Lab Locations:

East Orange: (973) 395-8552
 Bloomfield: (973) 748-5146

Program for Parents Child Care

Work First New Jersey (WFNJ) child care benefits are available to children of WFNJ participants involved in an approved activity or employment.



Benefits are available for children up to age 13 and up to age 19 for children with special needs.

For more information, call (973) 395-8822

ONE-STOP TESTING CENTER



The Essex County Department of Economic Development, Training and Employment, in collaboration with the State is authorized to administer testing for the **High School Proficiency Test** leading to a NJ Department of Education High School Diploma.

For information about testing and to make an appointment, please call 973-395-8422 or email: bmirda@dedte.essexcountynj.org dpharrison@dedte.essexcountynj.org (Daytime and Evening Testing Appointments Available)

Test for Adult Basic Education (TABE)

The Department of Economic Development, Training and Employment offers TANF clients and Adult and Dislocated workers an opportunity to complete the Test for Adult Basic Education, (TABE) and Oral Best Plus testing, which assesses an individual's basic skills level prior to enrollment in a training program.

For more information, call: (973) 395-8422

DIVISION OF WELFARE

As part of the One-Stop system, the Division of Welfare offer the following services to One-Stop customers at the Essex County One-Stop Career Center. **The services provided:** WFNJ /Temporary Assistance for Needy Families, WFNJ/General Assistance, SNAPs (formerly food stamps), Home Energy Assistance, Medicaid and Transitional Services.

For more information, call: 973-395-8000 / 973-733-3000

NJ DEPARTMENT OF LABOR

The New Jersey Department of Labor (DOL), interviews, assesses, tests, and evaluates One-Stop customers for job readiness or training before they are referred to an appropriate Workforce activity.

The services provided: Unemployment Claim Benefits, Disability During Unemployment (DDU), Career Counseling, Self-Help Resources, Career Beacon Workshops, Specialized Services Training, Vocational Rehabilitation Services (DVRs), Veterans' Services, Workforce 55+

For more information, call: (973) 395-3220 / 395-3222 NJ DOLWD Services: (973) 266-1806 / 266-2820

JOSEPH N. DIVINCENZO, JR.
ESSEX COUNTY EXECUTIVE



and the
ESSEX COUNTY
BOARD OF CHOSEN FREEHOLDERS



Putting Essex County First

Essex County Services:

- Dept. of Econ. Development, Training & Employment..... (973) 395-8400
- Essex County Division of Training & Employment.....(973) 395-8600
- Essex County Workforce Investment Board.....(973) 395-2869
- Essex County Division of Welfare.....(973) 395-8000 / 733-3000
- Essex County Division of Community Action.....(973) 395-8350 / 8355
- Essex County Division of Senior Services.....(973) 395-8375
- Essex County Division of Community Health.....(973) 395-8455
- Dept. of Labor Employment Services..... (973) 395-3220 / 3222
-(973) 266-1806
- Dept. of Labor Unemployment Insurance.....(973) 266-2820/ 2829

Important Agency Phone Numbers:

- Women Infant and Children (WIC).....(973) 733-7528
- Division of Youth & Family Services.....(877) 652-2873
- NJ Family Care Hotline.....(800) 701-0710
- Child Care Hotline.....(800) 332-9227
- Essex / Newark Legal Services.....(973) 624-4500
- Food Stamps/General Assistance.....(973) 395-8000
- Families First EBT Card-Customer Service.....(800) 997-3333
- Low Income Home Energy Assistance.....(800) 510-3102
- Medicaid / Family Care.....(973) 645-7134 / 733-2468
- Medicaid Hotline.....(800)356-1561
- Adult Medicaid Program.....(973) 645-8342
- Work First New Jersey Hotline.....(800) 792-9773
- WFNJ Sanction Hotline.....(888) 657-2628
- Child Support Hotline.....(877) 655-4371
- Fair Hearings Hotline.....(800) 792-9773
- Family/Domestic Violence Hotline.....(800) 572-7233
- Immigration and Naturalization Service.....(800) 375-5283
- Internal Revenue Service (IRS).....(800) TAX-1040
- NJ Division of Taxation.....(609) 292-6400
- Universal Service Fund.....(866) 240-1347

CHRIS CHRISTIE, GOVERNOR

HAROLD WIRTHS, COMMISSIONER



General Social Service Referral Hotline: Dial 2-1-1
DAIL: 800-435-7555 or 973-887-2772
www.211.org / www. nj211.org
Confidential. All languages welcome.



NEW JERSEY DEPARTMENT OF LABOR AND THE COUNTY OF ESSEX IS AN EQUAL OPPORTUNITY EMPLOYER WITH EQUAL OPPORTUNITY PROGRAMS. AUXILIARY AIDS AND SERVICES ARE AVAILABLE UPON REQUEST TO INDIVIDUALS WITH DISABILITIES.

IF YOU NEED THIS DOCUMENT IN BRAILLE OR LARGE PRINT, CALL (609) 292-9393. TTY USERS CAN CONTACT THIS OFFICE THROUGH NEW JERSEY RELAY: 7-1-1.

WWW.ESSEXCOUNTYNJ.ORG