

NYS SENATOR LUIS SEPÚLVEDA



Workforce Diversification Project



OCTOBER 2021

PART I

WORKFORCE PREPARATION

1. **New York State Department of Labor Job Zone**: If you need assistance with Employment Services, such as Job Search, Resume Writing, Career Exploration, or Live Chat, please visit www.JobZone.ny.gov.
2. **Palms Upon My Hands, Inc**: Palms Upon My Hands has been collecting Career Attire for men and women who are on probation, living in shelters, welfare to work programs, etc. For more information please contact Marilyn Cruz at palmsuponmyhands@gmail.com or at 718-530-0610. For further information about the organization, please visit: <https://palmsuponmyhands.net/>.

HEALTHCARE RELATED JOB OPENINGS

1. **Make-A-Wish**: Tens of thousands of volunteers, donors and supporters advance the Make-A-Wish® vision to grant the wish of every child diagnosed with a critical illness. In the U.S. and its territories, a wish is granted every 34 minutes. For the list of jobs available, please visit: <https://wish.org/newyork/our-chapter#careers-amp-internships-p-26601>.

Some Metro New York open positions include:

- Senior Manager, Annual Campaign
- Coordinator, Medical Engagement

Some Western New York open positions include:



- **Manager, Development (Rochester)**
2. **Medalliance Medical Health Services**: For more than 20 years, Medalliance has been serving the needs of Bronx residents with compassionate, quality medical care. They are a multi-specialty center with over 40 medical providers and 200 highly skilled professionals dedicated to improving the health and wellbeing of all the patients we serve. For the list of jobs available, please visit: <https://www.medallianceny.com/careers>.
Some open positions include:
 - **Entry level and experienced Certified Medical Assistants (Bi-lingual)**
 - **Entry level and experienced Receptionists and Call Center Representatives (Bi-lingual)**
 - **Experienced Medical Billing & Collection Specialists**
 - **Medical Billing & Collections Manager**
 - **Doctors (MD/DO), Nurse Practitioners and Physician Assistants**
 3. **New York Psychotherapy and Counseling Center**: The New York Psychotherapy and Counseling Center believe everyone deserves access to the best mental health care, and they translate this belief into action every day. From hiring bilingual, multicultural staff who live in the neighborhoods they serve, to staying open 7 days a week, to their ongoing community outreach efforts, they are committed to improving the quality of care for NYC's underserved populations. For the list of jobs available, please visit: <https://nypcc.org/careers/open-positions/>.
Some open positions include:
 - **Medical Records Assistant**
 - **Bilingual Front Desk Receptionist**
 - **Bilingual Mental Health Therapist**
 - **Child & adolescent Psychiatrist**
 - **Bilingual Therapist**
 4. **New York Cancer & Blood Specialists**: The New York Cancer & Blood Specialists is a 501(c)(3) organization which offers financial assistance grants for non-medical expenses to qualifying patients actively undergoing cancer treatment in the Greater Metro Area (within the counties of New York City, as well as Nassau & Suffolk). The Foundation strives to relieve some of the financial burden patients are facing so they may focus on their treatment and healing. For the list of jobs available, please visit: <https://nycancer.com/careers>.
Some open positions include:
 - **Medical Assistants**
 - **Medical Front Desk Receptionist**
 - **Healthcare Administrator**

- **Nurse Practitioner**

5. **Urban Health Plan:** Urban Health Plan is aimed to develop and implement innovative strategies and programs to attract, compensate, develop, motivate and retain the best qualified associates whose skills contribute to their outstanding position as a healthcare provider. For the list of jobs available, please visit: <https://www.urbanhealthplan.org/career-center/>.

Some open positions include:

- **Referrals Associate - Remote - Bilingual English/Spanish**
- **Referrals Associate - Remote - Bilingual English/Spanish**
- **COVID Vaccine Administrative Support Roles (Bilingual English/Spanish)**
- **Dental Assistant**
- **LCSW Behavioral Health Therapist**
- **WIC Nutrition Assistant I (Bilingual English/Spanish)**
- **Breastfeeding Peer Counselor (Bilingual English/Spanish or French)**

6. **Vibrant Emotional Health:** Join Vibrant Emotional Health and work with people who are passionate and dedicated to changing lives. You'll be part of an environment built on collaboration and mutual respect, with the knowledge that your efforts are helping to improve access to care, provide support, and empower people to achieve lives of emotional wellbeing and meaning. For more information on their organization, please visit: <https://www.vibrant.org/who-we-are/who-we-are/>. Some open positions include:

- **Family Advocate**
- **Family Caregiver Specialist - (Social Worker)**
- **Substance abuse Specialist - (f/T) Flexible Hours**
- **Coordinator (p/T (Office of Consumer Affairs)**
- **HR Coordinator**
- **Human Resources Administrative Manager**

7. **Nueva Vida Pharmacy Inc.:** An established 10+ years pharmacy available opportunity for bright enthusiastic Pharmacists. Pharmacy utilizing Micro Merchant Prime RX a requirement for experienced registered Pharmacists to handle daily normal operations. Bilingual (English/Spanish) is helpful but not required. Must have ability to handle calls from doctors' offices, insurance companies, resolving any pharmaceutical environment subject matters. This opportunity is part-time for Sunday only. 3-5 years of experience required. To apply, send your resume to nuevavidarx@outlook.com.

8. **Job Fair - RNs, LPSs & Nursing Assistants:** James J. Peters (Bronx VA) Medical Center is seeking patient focused nursing staff for all specialty areas. A variety of shifts are available. This job fair is open to all interested nursing applicants. Submit your complete application package by October 3rd to VHABRXCareerEvent@va.gov. Your



information will be reviewed and if qualified, you will be contacted to schedule an in-person or video interview.

9. **Allen Community Non-profit Programs:** is hiring a Social Worker Supervisor who will work under the supervision of the Program Director of the Allen Women's Resource Center. The Social Work Supervisor will oversee the provision of crisis intervention services to domestic violence victims and their families utilizing trauma-informed perspectives. For further information, please visit: <https://www.allencathedral.org/jobs>, and contact: Mynasha Rogers tel: 718-657-1803; option #2 Ext. #2; email: mrogers@allencnp.org.
10. **EMSL Analytical, Inc.:** EMSL Analytical, Inc., one of the largest environmental testing firms in the United States, is currently seeking a Full-Time Microscopist Microbiology at their busy 24/7 New York, NY location. This position offers the chance to work for a stable company, a great team, and provides the opportunity to grow within. For consideration, all candidates must apply through our company website, EMSL Careers Center Website: <https://phf.tbe.taleo.net/phf02/ats/careers/v2/viewRequisition?org=EMSL&cws=40&rid=3265>.

MAINTENANCE/JANITORIAL/CONSTRUCTION RELATED JOB OPENINGS

1. **Building Skills New York:** Building Skills New York is a non-for-profit organization committed to provide New York residents with good paying jobs at local construction sites in underserved communities. Presently, they are in need of construction workers. To apply, please call 212-776-4149 and mention referral as "general flyer." You may also send an email to info@buildingskillsny.org. To complete your application, please visit: www.buildingskillsny.org/jobapplication. For more information online, please visit: www.buildingskillsny.org/job-seekers/.

Some open positions include:

- Electrical
- Masonry
- Painting
- HVAC
- General Labor
- Plumbing, and more.

ARTS RELATED JOB OPENINGS

1. **Casita Maria Center of Arts & Education:** Casita Maria creates a safe and welcoming community, enriching and uplifting youth and families towards success, through shared cultural, art and educational experiences and programs. For the full list of full-time job opportunities please visit: <https://www.casitamaria.org/careers#Full-time>.



Some open full time positions include:

- Program Coordinator
- Creative Arts Manager
- Associate Program coordinator
- Data Manager, Research and Analytics

For the full list of part-time job opportunities please visit:

<https://www.casitamaría.org/careers#Part-time>.

Some open part-time position include:

- Event Assistance
 - Group Leader
 - Tutor (9th-12th grade)
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CITY EMPLOYMENT RELATED JOB OPENINGS

1. **Taxi Limousine Commission - TLC Driver License, Commuter Van Driver License, and Paratransit Driver license:** TLC Driver License is a single license that lets you drive a yellow taxi, green taxi, livery, black car, and limousine. Most drivers get this license, unless they know they are going to drive a commuter van or paratransit vehicle. For more information on how to apply, please visit:
<https://www1.nyc.gov/site/tlc/drivers/get-a-tlc-drivers-license.page>.
 - **Commuter Van Driver License:** Commuter vans are vehicles that transport between 9 and 20 passengers in pre approved zones. If you wish to drive these vehicles you must apply for the Commuter Van Driver License. For more information on how to apply, please visit:
<https://www1.nyc.gov/site/tlc/drivers/get-a-commuter-van-drivers-license.page>.
 - **Paratransit Driver License:** Paratransits vehicles provide non-emergency transportation for passengers with disabilities. If you wish to drive these vehicles you must apply for the Paratransit Driver License. For more information on how to apply, please visit:
<https://www1.nyc.gov/site/tlc/drivers/get-a-paratransit-drivers-license.page>.
2. **Council for Airport Opportunity (CAO):** CAO places over 1,600 individuals per year in positions including Flight Attendants, Customer Service Representatives, Management, Baggage Handlers, Sales Associates, Restaurant Managers, Drivers, Maintenance & Security Guards. In addition to job placement services, by registering with them you will also have access to career counseling, networking opportunities, and ongoing professional development. For more information, please visit:
<https://www.caonynj.com/job-seekers-services/>.
 - From September 1 to October 1, 2021 it is their Workforce Development Month. Come out as they will provide training resources and job opportunities for job

seekers with all levels of experience. The training will be on Hospitality, Security, Customer Service, Culinary arts, and CDL Licensing. For more information, please visit: <https://www.caonynj.com/events/>.

3. **New York City Housing Authority (NYCHA):** NYCHA is hiring Borough Coordinators, Site Supervisors, and Youth Assistants for the Jr. Knicks X NYCHA “Stop-the Violence” Basketball League. If interested, **please send resumes to: resident.programs@nycha.nyc.gov**. Any questions should be directed to NYCHA’s Resident Engagement Department at (212) 306-8436. Please see a list of jobs and their descriptions below:
 - **Borough Coordinator/Community Coordinator:** 4 Full-Time Positions
Borough Coordinators will be responsible for providing borough-wide oversight for the “Stop the Violence” Basketball League at a cluster of select NYCHA developments (Pay rate: \$32/hour). For more information, please visit: http://nychanow.nyc/wp/wp-content/uploads/2021/08/Borough-Coordinator-Community-Coordinator.pdf?mc_cid=0d58a0c52a&mc_eid=545d180b83.
 - **Site Supervisor/Community Associate:** 24 Part-Time Positions
Site Supervisors will be responsible for providing site-level oversight during games for the “Stop the Violence” Basketball League at an assigned NYCHA development, including supervision of Youth Assistants. (Pay rate: \$28/hour). For more information, please visit: http://nychanow.nyc/wp/wp-content/uploads/2021/08/Site-Supervisor-Community-Associate.pdf?mc_cid=0d58a0c52a&mc_eid=545d180b83.
 - **Youth Assistant/Community Service Aide:** 48 Part-Time Positions
Youth Assistants will be responsible for providing hands-on site support during games for the “Stop the Violence” Basketball League at an assigned NYCHA development. (Pay rate: \$20/hour). For more information, please visit: http://nychanow.nyc/wp/wp-content/uploads/2021/08/Youth-Assistant-Community-Service-Aide.pdf?mc_cid=0d58a0c52a&mc_eid=545d180b83.
4. **MTA Bus Operators:** MTA Bus Operator is a full time and pay between \$23.84 - \$25.49 per hour with excellent benefits packages. The application period opens Monday, September 20, 2021 and closes on November 30, 2021. Job Seekers must apply directly through Job Posting 99929 on the MTA Career Site, www.new.mta.info/career, between September 20 and November 30, 2021. To qualify for this opportunity, job seekers must possess, when they apply to the position, a motor vehicle driver license, for at least three years, and either a Class B Commercial Driver License (CDL) or a Permit, with a passenger endorsement and no airbrake or other disqualifying restrictions. Your license/permit must be valid in the State of NY. If a job seeker does not possess a Lerner Permit for a Class B CDL and they cannot obtain a DMV testing appointment, they may

contact the MTA at examsupport@nyct.com for assistance in scheduling a DMV testing appointment for a Class B CDL permit.

5. **JustFix.nyc:** JustFix.nyc co-creates tools with tenants, organizers, and legal advocates to fight displacement and achieve stable, healthy housing for all, leveraging the power of data and technology to support individual and collective action for housing justice. For the list of jobs available, please visit: <https://justfix.breezy.hr/>.

Some open job opportunities include:

- Engineer
- Product Manager
- Senior Engineer

6. **GoodTemps Jobs:** They serve job seekers with disabilities and other barriers to employment across the New York metropolitan area and New Jersey. GoodTemps, the temporary staffing division of Goodwill NYNJ, offers one of the largest pools of qualified talent in the industry. For the list of job opportunities, please visit:

<https://www.goodwillnynj.org/careers/goodtemps>.

Some open job opportunities include:

- Remote Customer Support Specialist
- Clubhouse Generalist
- Receptionist
- Heavy Laborer (part-time)
- Data Entry Keyers
- Administrative Assistant - Albany

EDUCATION RELATED JOB OPENINGS

1. **New York Public Library (NYPL):** The New York Public Library offers an extensive benefits package which is very competitive with the nation's leading libraries and other cultural organizations. The Library's customized plans support the diversity of their staff members by offering a wealth of resources and services. From health and wellness to supporting a positive work/life balance, they strive to meet the needs of our employees' well-being. For the list of jobs available, please visit: <https://nypl.pinpointhq.com/>.

Some open job opportunities include:

- Administrative Assistance
- Adult English Language and Literacy Student Mentor
- Adult Librarian
- Assistant Library Trainee
- Assistant Manager of Individual Giving
- Associate Advertising Manager, Online Giving



2. **The Equity Project (TEP) Charter School**: TEP has an array of job opportunities. For the list of jobs available, please visit: <https://tepcharter.org/jobs/>.

Some open job opportunities include:

- **Administration & Operations**
 - **Middle School Principal [SY 2022-2023],**
 - **Operations Associate (Front Office Associate) - Bilingual,**
 - **Senior Human Resources (HR) Manager**
- **Early Career**
 - **Bus Monitor**
 - **Lunch/Recess Coach**
 - **Student Support Professional**
- **Faculty & Security**
 - **Custodian/Facilities maintenance (evening)**
 - **Kitchen Porter (Dishwasher)**
 - **School safety ambassador - Part Time (Security Guard)**
- **Social Work**
 - **Clinical Social Worker (Bilingual) - Elementary School**
 - **Social Worker (Bilingual) - Middle School**
 - **Student and Family Intervention Specialist (Bilingual)**
- **Teaching**
 - **Early Childhood School Yoga**
 - **Elementary School Music Teacher**
 - **English Language Arts**

3. **ECS Community Learning Partner (CLP)**: is a charter management, non-profit organization. They are seeking individuals who are dedicated, ambitious, and committed to young people's success and education reform. Qualified candidates must demonstrate records of achievement, high degrees of personal responsibility, and the drive to do whatever it takes to ensure that every child achieves academic success. This individual must be committed to excellence, lead by example, and see collaboration as a key component of success. For the list of jobs available, please visit:

<https://www.excellencecommunityschools.org/careers-information/clp>. To apply, please visit: bit.ly/ecscclp2021. **Some open job opportunities include:**

- **Tutors**
- **Lunch/Recess Aides**

4. **St. Joseph's School for the Deaf**: maximizes the potential of each student and fosters competence in literacy, critical thought, citizenship and personal independence through educational experiences that are purposeful, equitable and engaging. For the list of jobs available, please visit: https://www.sjsdny.org/employment_opportunities. **Some open job opportunities include:**



- Payroll & Benefits Coordinator
- Business Office Manager
- ASL Teacher
- Art Teacher
- Project Coordinator

LEGAL SERVICES JOB OPENINGS

1. **Legal Services NYC:** Bronx Legal Services is the largest provider of free civil legal services in the Bronx, and one of the largest legal services offices in New York City. For the list of jobs available, please visit:

<https://www.legalservicesnyc.org/get-involved/opportunities>. Some open positions include:

- Associate Advertising Manager, Online Giving
- Supervising Attorney, Housing
- Deputy Director, Housing
- Paralegal, Economic Justice Unit
- Staff Attorneys, Disability Rights Project
- Project Director, Bronx Legal Services
- Intake Paralegals

COMMUNITY ORGANIZATIONS RELATED JOB OPENINGS

1. **NAICA:** NAICA offers its employees a positive work environment where people are passionate about their work and are committed to improving the lives of others. NAICA's core methods of services include affordable housing development, transitional housing shelter, legal assistance, homeless prevention & stabilization, case management/case work, and community education and development. For the list of jobs available, please visit: <https://www.naicany.org/careers/>.

Some open job opportunities include:

- Program Coordinator
- Office Manager
- Housing Specialist
- Case Manager
- Housekeeping and Maintenance
- Receptionist - OTDA
- Paralegal
- Staff Attorney - Legal - Tier 1

2. **Active Staffing Service:** a family-owned staffing company that specializes in the light industrial, food production, retail and office services sectors. Active Staffing is recruiting for multiple temporary, long-term jobs. For the list of jobs available, please visit: <https://www.activestaffing.com/our-jobs/>.

Some open job opportunities include:

- Porter
- Shipping & Receiving
- Drivers Helper
- Production Line positions

3. **Animal Care Centers (ACC)**: ACC strives to find loving homes for homeless and abandoned cats, dogs, and rabbits, both by adopting animals directly to the public and by partnering with more than 200 dedicated animal placement organizations. Their field services division responds to calls from the public to help keep NYC communities safe and rescue animals in need, and they have facilities in all five boroughs. For the list of jobs available, please visit: <https://www.nycacc.org/careers>. For other questions or concerns, please contact them at careers@nycacc.org.

Some open job opportunities include:

- Animal Care Specialist
- Animal Care Supervisor
- Social Media Associate
- Canine Behavior Specialist
- Animal Transporter

4. **Union Grove Missionary Baptist Church**: The vision is to introduce people to Jesus Christ through Evangelism, Teaching, Worshiping and Outreach Programs. Union Grove Missionary Baptist Church is looking for a part-time Administrative Secretary. They seek experienced applicants with 1 – 2 years of experience working in an office as support staff. **For resumes and inquiries regarding this opportunity, please send them via email to Dcyrus@ugmbc-ny.org.**

5. **Jewish Child Care Association (JCCA)**: helps abused, neglected and traumatized children heal physically and emotionally through compassionate, quality care. Their 37 programs include foster care, residential treatment facilities, mental health services, case management, education programs and special services for children who have been the victims of sexual abuse. For the list of job opportunities, please visit: <https://www.jccany.org/who-we-are/employment/>.

Some open positions include:

- Case manager
- Community Ambassador
- Health Home Care Manager
- Receptionist
- Social Worker Coordinator

6. **Argus Community Inc.**: Argus Community, Inc. & their affiliates have successfully brought-together and developed outstanding people, resources, and programs in the pursuit of an ambitious mission: To provide on-going and continuously improved methods of substance abuse, health, and mental treatments and preventions that restore the lives of the many underserved New York City-area families, men, women, and adolescents who come through their doors each year. **Some open positions include:**

- **Creative Arts Therapist:** For more information on the position, please visit: <https://newyork.usnlx.com/viewjob.asp?sjobid=NY1386718>. For Interested candidates, please send resume to Annette Kashimawo, akashimawo@arguscommunity.org indicating you were referred by the Department of Labor (DOL).
- **Floor counselor:** For more information on the position, please visit: <https://newyork.usnlx.com/viewjob.asp?sjobid=NY1386716>. For interested candidates, please send resume to Annette Kashimawo, akashimawo@arguscommunity.org, indicating you were referred by the Department of Labor (DOL).
- **Licensed Practical Nurse:** For more information of the position, please visit: <https://newyork.usnlx.com/viewjob.asp?sjobid=NY1386698>. For interested candidates, please send resume to Annette Kashimawo, akashimawo@arguscommunity.org indicating you were referred by the Department of Labor (DOL).
- **PT Psychiatric nurse Practitioner:** For more information of the position, please visit: <https://newyork.usnlx.com/viewjob.asp?sjobid=NY1386725>. For interested candidates, please send resume to Annette Kashimawo, akashimawo@arguscommunity.org indicating you were referred by the Department of Labor (DOL).
- **Handyman:** For more information of the position, please visit: <https://newyork.usnlx.com/viewjob.asp?sjobid=NY1386721>. For interested candidates, please send resume to jlewis@arguscommunity.org indicating you were referred by the Department of Labor (DOL).
- **Housekeeper:** For more information of the position, please visit: <https://newyork.usnlx.com/viewjob.asp?sjobid=NY1386712>. For interested candidates, please send resume to: jlewis@arguscommunity.org indicating you were referred by the Department of Labor (DOL).
- **Maintenance Worker:** For more information of the position, please visit: <https://newyork.usnlx.com/viewjob.asp?sjobid=NY1386726>. For interested candidates, please send resume to: jlewis@arguscommunity.org indicating you were referred by the Department of Labor (DOL).
- **Cook:** For more information of the position, please visit: <https://newyork.usnlx.com/viewjob.asp?sjobid=NY1390126>. For interested candidates, please send resume to: rmcaden@arguscommunity.org. or to apply for Queens location, please send resume to anjones@arguscommunity.org indicating you were referred by the Department of Labor (DOL).

7. **Westchester Avenue Men's Shelter:** is a new Employment Shelter in the Parkchester section of the Bronx for 165 single males referred by the Department of Homeless Services. Samaritan Daytop Village provides an

array of specialized employment program services 24 hours 7 days a week to assist homeless individuals with rapidly returning to and maintaining independent living. To apply, Interested candidates must email cover-letter and resume in a Word or PDF document to **Anissa Alli-Singh at:**

anissa.alli-singh@samaritanvillage.org. Indicating the "Position of Interest at Westchester Avenue" in the subject line. **Some open job opportunities include:**

- Case Manager
- Cook
- Coordinator
- Driver
- Job Developer
- Operations Coordinator
- Residence Worker
- Social Worker
- Senior Case Manager

7. **The YMCA:** New York City's YMCA is here for all New Yorkers —and their staff team is dedicated to empowering youth, improving health and strengthening community across the city. For the list of jobs available, please visit:

<https://ymcanyc.org/ymca-career-opportunities-and-job-search>.

Some open job opportunities include:

- **Activity Specialist**
- **Case Manager**
- **Fitness Center Coach**
- **Swim Instructor**
- **Site Director**
- **Healthy Lifestyles Coordinator**
- **Water Fitness instructor**

8. **VIP Community Service Inc.:** VIP Community Service offers comprehensive and integrated medical, behavioral health, housing, and wraparound services that are equitable and promote positive outcomes for the people served, their families, and the community. The job opportunity available is the Housing Care Manager. This position plays a pivotal role in ensuring that clients are guided through the health care system by assisting with access issues while developing permanent housing within an acceptable time frame. The role of the Housing Care Manager is to assist the Care Team (Providers, Medical Assistant, Nurse Behavioral Health Providers, and other Care Manager) by coordinating care ensuring the housing packages are regularly sent to DHS Housing Placemat Unit for disposition. Email resume to sollivierre@vipservices.org. Please Include " DOL Referral- "Housing Care Manager" in the subject line. Please keep in mind that only those candidates selected for an interview will be contacted.

SMALL BUSINESS JOB OPENINGS

1. **The Bronx Design Group:** is a one-stop-shop for all printing needs. They have an experienced, professional design team, high-quality offset and digital presses, large format printing and finishing equipment, all under one roof. **Presently, they are in need of a part-time or full-time production assistant who has had experience at a print shop. Call John at 718-409-9874, ext 104 or email your resume to john@bronxdesign.com.** For more information, please visit: <https://www.bronxdesign.com/>
2. **Chocobar Cortes:** Chocolate Cortés is a 4th generation, family-owned, Caribbean, bean-to-bar chocolate manufacturing company. Originally established in the Dominican Republic in 1929 by Don Pedro Cortés Forteza, his pioneer spirit promptly moved him to export, and subsequently began production of Cortés products from his native Puerto Rico; thus paving the way to fulfill his vision of developing Caribbean grown cacao to its fullest potential. Known for its rich and delicious hot chocolate, Chocolate Cortés quickly became a favorite of Puerto Rican and Dominican households to this very day. First and foremost, you must love chocolate. **To apply, please send your resume as a word document to labor.sm.apply.nycjobs@labor.ny.gov and indicate the position you are interested in applying for. For more information on each position, please visit <https://newyork.usnlx.com/viewjob.asp?sjobid=NY1389831>.**

Some positions include:

- Assistant Manager
- Bartender
- Buser and Food Runner
- ChocoBarista
- Expeditor
- Head Chef
- Host/Hostess
- Line Cook
- Prep Cook
- Server

3. **Star Hospitality Group/ Walker Resources Inc:** they are hiring a Laundry Attendant and Room Attendant. For more information about these job opportunities, please send resume to Mr. Rodriguez at julio@starhg.com.
4. **Krispy Kreme Doughnuts:** For the list of job opportunities, please visit: <https://apply.jobappnetwork.com/krispy?city=Bronx&keywordsFilter=&state=Alabama&state=New%20York>.

Some open job opportunities include:

- General Manager
- Assistant Manager
- Team Member
- Sanitation Specialist
- Doughnut Packer
- Production Manager



- **Shift Supervisor**

- **Doughnut Delivery Driver**

5. **Golden Corral:** For the list of job opportunities, please visit:

https://golden-coral-careers.careerplug.com/jobs?loc=2674&locale=en-US#job_filters.

Some open job opportunities in the 10462 Golden Corral include:

- **Baker**
- **Cashier/Host/Attendant**
- **Cook**
- **Dishwasher**
- **Food Prep Person**
- **Restaurant Team Member**
- **Server**



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Workforce Diversification Project



OCTOBER 2021

PART II

TRAININGS

1. **SoBro's Career Development Department**: SoBro helps community residents find and retain employment through job readiness and skills training, and job placement services. They teach in-demand vocational skills and prepare clients to succeed in the workforce. Enrollment is on a first-come first-served basis. To register, a copy of your New York State ID is required. For more information, please visit: <https://www.sobro.org/careerdevelopment>.
2. **S.O.S. Bronx - Workforce Development Program**: Learn the necessary employment skills to be successful. They assist in resume and cover letter preparation, training in interview skills, hard and soft skills, characteristics of professionalism, and more. Registration starts now and classes begin soon. Classes are Tuesdays and Thursdays from 2:30 PM to 4:00 PM. For more information about the program, contact them at 646-448-9131 or send an email to Rashad Jenkins, jenkinsr@sossouthbronx.org and James Reddick, [reddickj@sossouthbronx.org](mailto:rednickj@sossouthbronx.org).
3. **College & Community Fellowship (CFF)**: CCF has worked at the intersection of racial equity, criminal legal reform, economic justice, and community building. They are one of the first organizations to focus on access to higher education for justice-involved women. CFF's programs address individual, institutional, and systemic change through their three main program areas: College & Career, Policy & Advocacy, and Thrive Technical Assistance.

Some open training opportunities include:



- **Career Advancement Program (CAP):** CAP is for women with criminal justice involvement who have a college degree or are interested in getting one. Interested participants can come to them for support at any point on their career pathway. CAP is designed to meet women where they are through a multi-prong model. For further information please visit: <https://www.collegeandcommunity.org/career>
 - **Women Influencing Systems & History (WISH):** WISH is traditionally an eight-week advocacy training program for women who have felt the impacts of the criminal justice system. Whether you've been incarcerated or watched your loved ones suffer the effects of an inhumane system, they'll work to develop strategic leadership for criminal justice reform campaigns. For further information please visit: <https://www.collegeandcommunity.org/wish>.
4. **The Hope Program:** HOPE has several training programs that started in September. HOPE Program has a long track record of successfully transforming lives by empowering New Yorkers to build sustainable futures through comprehensive training, jobs, advancement and lifelong career support. They work with men and women, ages 18 to 65, from all five New York City boroughs. To learn more about their programs and apply with the support of their staff, attend an info session. For further information about details on virtual or in-person info sessions, please visit: <https://www.thehopeprogram.org/start-dates-and-sign-ups/>.
 5. **Building Skills New York:** Building Skills New York is a non-for-profit organization committed to provide New York residents with good paying jobs at local construction sites in underserved communities. Building skills NY is providing eligible, motivated, and committed applicants with support at a no cost fee training and coaching. To learn more about this exciting opportunity, email Tatanisia Lumley, Manager of Training and operations at, tlumley@buildingskillsny.org.
 6. **Virtual Workforce1 career center System - NYC Small Business Service:** Workforce1 helps New Yorkers prepare for, and connect to, jobs across New York City's five boroughs and in every sector of the economy. Through the Virtual Workforce1 Career Center system, they can connect you via web or phone (within one to two business days) to one-on-one help from professionals who can help you to identify jobs that are a fit for your experience and skills, prepare for interviews, and access free training. For more information, please visit: <https://www1.nyc.gov/site/sbs/careers/virtual-wf1cc.page>.

7. **Train NYC - A Sector based work readiness training program: Training New Yorkers 1 Sector at a Time**: The program sectors are: Culinary Arts Training, Certified Arts Training, Certified Medical Administrative Assistant Training, and IT Support Training. RSVP to attend the information session by emailing osy@door.org.
8. **Hispanic Federation's Redistricting Academy**: Hispanic Federation's Redistricting Academy is a series of online trainings, available in English and Spanish, that cover the following topics: Redistricting 101, How to Build a Winning Coalition, Designing an Advocacy Campaign for Redistricting, and Redistricting Outreach Tactics in a Digital World. In addition, all participants are invited to join a series of state-specific live discussion sessions that will provide action steps and information for each state. To sign up, please visit: <https://p2a.co/KgU22Fo>.

CLASSES

1. **Mind Builders Creative Arts Center**: Mind-Builders develops skills in a variety of art forms for children, teens and adults while nurturing self-esteem, building character and cultivating an appreciation of the diverse cultures within our community. To register for the fall term, please visit: <https://app.thestudiodirector.com/mindbuilders/portal.sd?page=Enroll&meth=search>. If you have any questions or need assistance please call their office at 718-652-6256 or email kseymour@mind-builders.org.
Mind Builders Creative Arts Center provide classes in:
 - Dance
 - Music
 - Martial Arts
 - Positive Youth Troupe- PYT
 - Dr. Beverly J. Robinson Community Folk Culture Program
 - Arts Passage XPress
 - Fit4life - Zumba
 - African/Hip Hop fundamentals
2. **Mercy Center**: is a "haven" in Mott Haven, a community center offering programs and services that empower women and their families to reach their full potential and become agents of change for healthy family living and economic independence. They promote an improved quality of life by addressing the needs of the whole person in a community of respect, hospitality and non-violence. At Mercy Center, their participants experience the community, skill building and transformation that empowers them to take charge of their future and pursue their goals for an improved quality of life. For more information of the community center, please visit: <https://www.mercycenterbronx.org/>. The Mercy Center

has HRA approved Adult Education and Workforce Development classes. To apply please call 718-993-2789 or visit info@MercyCenterBronx.org.

- **ESOL Classes:** In Mercy Center, they help adult participants improve their communication skills in English. Classes are designed for non-native speakers to improve listening, speaking, reading and writing.
- **Workforce Development:** This program prepares participants for success in finding jobs and excelling in the workplace. Career readiness objectives have been integrated into the curricula of all ESOL and HSE courses to underscore the connections between the content covered and workplace success. In addition, the following programs directly facilitate the development of job skills and employment success.

3. **Grandparent Empowerment Series through the NYC Department:** If you are an older adult with primary caregiver responsibilities for your grandchild or another young relative, the Department for the Aging's Grandparent Resource Center can help you adjust to your role as a kinship caregiver. Grandparent Resource Center services include: Workshops on legal issues, benefits and entitlements, nutrition, budgeting, and other topics, referrals and information, peer support groups and guidance on starting individual groups, expanded outreach at Mayor's Action Plan for Neighborhood Safety sites, parenting a Second Time Around classes, "Grandparent sensitivity training" for professionals. To RSVP, please email or call at GRC@aging.nyc.gov or 212-442-1094. This is a first-come, first-serve program. For more information, please visit: <https://www1.nyc.gov/site/dfta/caregivers/caring-for-children.page>.
4. **Undocu Academy:** NYSYLC presents their third year of the Undocu Academy! The Undocu-Academy is a closed community group for New York City Undocumented High School youth. The Academy provides a space for youth to build community, learn from peers, and connect with community members. Through these spaces, the Academy promotes self-expression, self-advocacy, educational advancement, and leadership development. We are a youth-led program that aims to guide undocumented youth to realize and embrace their own power and agency for post-high school implementation through political education. For juniors: Please keep in mind that you are required to stay involved in the program from the beginning of your junior year to the end of your senior year (October 2021 to June 2023). Once you have filled out their form, bit.ly/JuniorAcademyR2, you will receive a phone call from them during the month of September to further discuss the program. There is limited space so they urge you to apply. If you have any questions, contact them at edu@nysylc.org. Deadline to register is October 9, 2021.
5. **Free SAT Prep:** Free E-Learning SAT prep program to help prepare you for the SAT exam. Classes will be Wednesday and Thursday from 5-7pm and Saturday 12pm-3pm.



Program begins Wednesday, October 29, 2021. Please contact Angel Perez or Judy Correa at 718-592-7341 or by email at aperez@newyorkedge.org.

INTERNSHIPS

1. **Make-A-Wish:** Tens of thousands of volunteers, donors and supporters advance the Make-A-Wish® vision to grant the wish of every child diagnosed with a critical illness. In the U.S. and its territories, a wish is granted every 34 minutes. For the list of internship opportunities available, please visit:

<https://wish.org/newyork/our-chapter#pcareers-amp-internships-p-26601>.

Some open internship opportunities include:

- Development Intern
- Medical Outreach Intern
- Wish Granting Intern
- Wish Alumni and Families/ Mission Advancement Project Intern

2. **The New York Community Trust - Leadership Fellow:** The New York Community Trust Leadership Fellows program was created in 2015 in partnership with the Austin W. Marxe School of Public and International Affairs at Baruch College to address economic inequality, inadequate supply of affordable housing, broad gaps in educational achievement, and insufficient living wages. Upon completion of the program, Fellows will receive a certificate from the Office of Executive Programs of the Marxe School of Public and International Affairs. To learn more about this fellowship, please visit: https://trustfellows.org/more/?mc_cid=44ca002a30&mc_eid=451365f72d. To register for this fellowship, please visit:

https://greatbeliever.formstack.com/forms/nyct_leadership_fellows_fall2021.

3. **Year Up:** Year Up provides free technology, business, and finance management opportunities, access to corporate mentors, and paid internships in order for young adults (18-26) to jumpstart their professional careers. Through a combination of paid career technical and professional development training, and a paid internship, young adults find themselves in a full-time career immediately or shortly after graduation. Many different pathways and training length options are available. For more information about Year Up, please contact José Rodriguez, jrodriguez02@yearup.org, or apply at https://www.yearup.org/seize-opportunity?mc_cid=44ca002a30&mc_eid=451365f72d.

4. **Jewish Child Care Association (JCCA) - Psychology Internship Program:** JCCA's twelve-month, full-time Psychology Internship program is open to advanced pre-doctoral psychology students in clinical, school, counseling, and community psychology programs. Applications for pre-doctoral internship training are made in the fall preceding the internship year. Materials due by December 1, 2021. For more information on the



internship and how to apply, please visit:

<https://www.jccany.org/get-involved/psychology-internship-program/>.

5. **Phipps Neighborhoods Career Network - Healthcare Program**: is a 10-week paid virtual career development and onsite internship program that helps young adults (ages 18-26) secure healthcare-related employment and/or education credentials. Their upcoming Cohort runs from November 29, 2021, through February 4, 2022. The deadline for applying to CNH is November 19, 2021. Please view their [Career Network Healthcare info session](#) (<https://www.youtube.com/watch?v=L1enhZhbHkE>). After viewing, please call Kimberley Downer at 718-801-3337. For Virtual Sessions, please register at:

- [Wednesday, October 13, 2021 @ 11 AM:](#)
<https://us06web.zoom.us/j/3878689870#success>
- [Thursday, October 28, 2021 @ 11 AM:](#)
<https://us06web.zoom.us/j/3878689870#success>
- [Tuesday, November 9, 2021 @ 11 AM:](#)
<https://us06web.zoom.us/j/3878689870#success>

ADVISORY BOARDS AND TEAM OPPORTUNITIES

1. **Casita Maria Center for Arts & Education “Cafecito con Casita” Community Advisory Board**: Share stories, ideas, and use your voice! Join them for an exciting back to school Cafecito meeting at 5pm with FREE food and refreshments. Please email avanegas@casitamaria.org for more information.
2. **NYC Advisory Board (VAB)**: functions through the contributions of 11 veterans who have been appointed to three-year terms by either the Mayor (6) or the Speaker of the New York City Council (5). The members represent the five Boroughs of New York City. Through regular meetings, this diverse group of New York City veterans ensures the lines of communication are maintained and cultivates an active community. The next VAB meeting will be held on: November 17, 2021. For additional information about the NYC Veterans Advisory Board, please send an email to, nycveteransadvisoryboard@gmail.com.
3. **NYC Department of City Planning**: The Department of City Planning needs your ideas and opinions to create a public urban design resource that you can rely on. It’s called the Principles of Good Urban Design and they’re updating it with your help. Learn more about the principles and share your voice. For further information, please visit: <https://www.goodurbandesign.nyc/>. Your input will inform the updated Principles of Good Urban Design, to be released in early 2022. The Principles will guide City agencies,



community members, property owners and anyone working to improve urban design and quality of life in New York City neighborhoods.

GRANTS FOR NOT-FOR-PROFITS

1. **NYSCA Grant Opportunities**: NYSCA FY2022 funding is offered in 4 rounds. Each round is designed to address the most urgent needs of organizations and artists within New York's nonprofit creative sector. NYSCA's accelerated, streamlined, and responsive FY2022 grantmaking process will aid in the arts sector's multi-year recovery from COVID-19 and spur the revitalization of New York's creative economy. To learn more about this grant opportunity, please visit: <https://arts.ny.gov/FY2022FundingOpportunities>.
2. **Fuel for 50**: Fuel for 50 awards no-strings-attached funding and resources to 50 non-profit programs supporting the families of NYC kids ages 0-3. To start your application please visit: https://fuelfor50.org/?mc_cid=44ca002a30&mc_eid=451365f72d. For more information about Fuel for 50, please visit: <https://www.fuelfor50.org>.
3. **Humanities New York Post-Incarceration Humanities Partnership Grant**: Humanities New York, a public humanities organization with a 40-year history of creating, supporting, and sustaining civic dialogue and community engagement, is offering a partnership grant opportunity for New York State-based non-profit organizations that currently serve 1) individuals who are going through the process of societal reentry after a period of incarceration, or 2) the families of those individuals, or 3) both populations. Humanities New York will also entertain applications from organizations that are working with issues of prison reform and/or abolition. Grant awards will range from \$10,000—\$20,000 for the implementation and/or the enhancement of an already established project. For more information on how to apply, please visit: https://humanitiesny.org/post-incarceration-humanities-partnership-grant/?utm_source=Newsletter&utm_campaign=ba5af72fdc-EMAIL_CAMPAIGN_2017_10_04_COPY_03&utm_medium=email&utm_term=0_4156e3c688-ba5af72fdc-289267061&mc_cid=ba5af72fdc&mc_eid=e633524261.
 - Summaries must be submitted to Michael Washburn at mwashburn@humanitiesny.org by 5pm on October 22, 2021. Complete applications must be submitted to Humanities of New York's grants portal by 5pm on November 23, 2021. Awards will be announced by December 17, 2021. Project implementation should begin during the first quarter of 2022.



New York State Senator
LUIS SEPÚLVEDA



SMALL BUSINESS LOANS

1. **Small Business Administration**: Hurricane Ida impacted all five boroughs. The NYC Department of Small Business Services (SBS) is able to support your business. If you need additional support from an emergency response professional to assess your space and your specific business needs, **call their hotline at 888-SBS-4NYC (888-727-4692)**.
 2. **U.S. Small Business Administration**: If your business was impacted by Hurricane Ida, the U.S. Small Business Administration is offering low-interest loans to help you recover your losses. **Visit [DisasterAssistance.gov](https://www.disasterassistance.gov) or download the FEMA mobile app**. If online or mobile access is unavailable, applicants should **call the FEMA toll-free helpline at 800-621-3362**. Those who use 711-Relay or Video Relay Services should call 800-621-3362.
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WEBINARS

1. **DAFN Training for Community and Faith-Based Organizations**
Thursday, September 30, 2021, 1 p.m. to 2 p.m.
Participants will gain resources and best practices for including people with disabilities and others with access and functional needs (DAFN) in preparedness and response. To register for this webinar, please visit:
<https://www.eventbrite.com/e/dafn-training-for-community-and-faith-based-organziations-tickets-167513799283>.
2. **I LOVE NY Tourism Industry Virtual Career Fair**: The I LOVE NY Tourism Industry Virtual Career Fair will be held on the following days: A Preview Day will be held on Wednesday, October 6, 2021 beginning at 9am. During this preview day you can enter the platform, upload your resume and visit the different exhibitor booths to see job openings, videos and other information. This is an opportunity to familiarize yourself with the tool and get ready for the live event! The Live Event Day will be held on Thursday, October 7, 2021 from 11am – 2pm. During the live event, you can view all of the same content and also chat one-on-one with recruiters at their booth! To pre register please visit: <https://nysdovirtual11.easyvirtualfair.com>.
3. **National Grid - New York Edge**: The mission of New York Edge is to help bridge the opportunity gap among students in underinvested communities by providing programs designed to improve academic performance, health and wellness, self-confidence, and leadership skills for success in life. Grid for Good is a virtual career exploration program exposing youth 16-24 to career paths in the energy industries. Their dates of the virtual

career exploration program are September 30th, October 5th, 6th, and 7th from 4:00pm-5:30pm. Please contact crodriguez2@newyorkedge.org for more information.

4. **The 23rd Annual Education Seminar**: This webinar is hosted by Jack and Jill, Inc. The Metropolitan chapter on Saturday October 2, 2021 from 9:00am to 4:30pm. Join them for an informative online panel discussion where prospective parents learn more about NY Independent Schools, Specialised Schools and boarding schools. To register and for more information please email JackandJillEdSem2021@gmail.com.
 5. **Utilizing Free Community Housing Resource**: Gateway Community Development presents an empowerment workshop on Saturday October 16, 2021 from 10:00am to 12:00pm on Zoom. To register to attend, please visit: <https://utilizing-free-housing-resource-workshop.eventbrite.com>. Are you or someone you know looking for affordable housing? Attend and receive information, education, and a demonstration highlighting the HUD resource locator.
 6. **Human Trafficking Here at Home - Understanding the Problem**: The Brooklyn-Queens Chapter of the National Organization for Women is hosting a series of three webinars addressing Human Trafficking in our boroughs. The first webinar is designed to educate the public about Human Trafficking. It will be on November 9th, 2021 from 6:00pm to 7:00pm. For more information and to register, please send an email to: infobynew1@gmail.com.
 7. **Virtual Grant Writing Workshop Series**: Do you want to learn how to get grant funding for COVID-19 prevention, community recovery and other projects? You can improve your grant writing skills through hands-on learning by attending these virtual workshops led by Diana Leonard, president and owner of DH Leonard Consulting & Grant writing Service, LLC. To register or ask questions, email bbrooks1@health.nyc.gov.
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AFTER SCHOOL PROGRAMS

An important component for workers to be able to fully participate in the recent transformation of the labor force and partake in training and workforce development programs is having access to quality child care. For this reason, in this month's Workforce Diversification Project we are including some child care options and after school programs.

1. **Casita Maria Center for Arts & Education**: They are accepting applications for their after school programs from Kindergarten to 12th grade. To enroll, please reach out to their Family Engagement Coordinator, Alejandra Vanegas at avanegas@casitamaria.org, or at (718) 589-2230 ext. 6202.



2. **Bronx River Art Center (BRAC)**: In collaboration with TPFF, Bronx River Art Center (BRAC) presents Art in Motion, Storytelling Through Animation Drawing. No art experience needed, art supplies will be provided, and face masks are required. To register, please visit: www.bracbx.eventbrite.com.

3. **Bronx River Art Center - Multimedia Production fall Semester**: Teen Project studio +2.0 is an intensive, ten-week digital and fine arts program for teens and young adults ages 15 - 26. This course meets two days per week, Mondays and Wednesdays from 4:30-6:30pm, for a series of workshops, including at least two field trips to museums, galleries or artist/design studios. This program is free. To apply please visit: www.bronxriverart.org/education-teen-classes.cfm.

4. **Citizens' Committee for Children - Youth Action NYC**: YouthAction NYC is an after-school program for high school students interested in learning to be effective advocates for the issues they care about and advocate on behalf of themselves, their schools and their communities. Participants learn how to gather information, document what they learn, and then effectively communicate this information to their communities and elected officials. YouthAction NYC includes four after-school programs: YouthAction Community Leadership Course, YouthAction Members, Peer Trainers, and YouthAction Alumni Engagement. All Youth Action programming will take place over Zoom until further notice. To apply online, please visit: <https://cccnewyork.org/courses/youth-action-nyc/>.
 - **YouthAction Community Leadership Course**
 - **YouthAction Members**
 - **Peer Trainers**
 - **YouthAction Alumni Engagement**

5. **We Stay/ Nos Quedamos**: We Stay/Nos Quedamos is looking to hire up to 10 youth to work with them to combat the environmental injustices that we have been facing. Youth will work with other members of the community, stewards of the community gardens and create change to better our community. Please submit a resume and cover letter directly to cdejesus@nosquedamos.org by October 6th, 2021.

6. **Citizens' Committee for Children of New York**: works to ensure that every child is healthy, housed, educated and safe. They educate and mobilize New Yorkers to make the city a better place for children. Their advocacy combines public policy research and data analysis with citizen action. The Citizens' Committee for Children of New York has compiled a google document that lists opportunities from various organizations across the city that young people can apply for this fall. Please visit:

<https://docs.google.com/document/d/1zGaHMdpwGWBZopmF-aBG8upT5jEUYLEqpFgSltoVR1Y/edit>

