



CAREER CENTER NEWS

Did you know.....

On January 1, 2025 New York States minimum wage increased to \$15.50/hour for all of New York State however it is now \$16.50/hour in New York City, Westchester, and Long Island.

Raising New York's minimum wage to keep pace with inflation will benefit hundreds of thousands of minimum wage workers across the state. If you have any questions about how New York State's minimum wage laws impact your business, please reach out to the DOL's Division of Labor Standards at 1-888-4-NYSDOL (1-888-469-7365).

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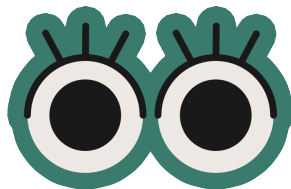
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Workplace Mentoring Successful!



Glens Falls Mayor, Bill Collins (right), with one of his mentees attending a meeting at SUNY Adirondack

Seven local youth participated in a 12 week worksite mentorship program from November-January to learn about different industries, jobs, and daily tasks. In partnership with Big Brothers Big Sisters of the Southern Adirondacks and local worksites, the youth were placed with local leaders to gain valuable experiences that enhanced their professional skills, increased their confidence, and provided additional role models for navigating adolescence. Worksites included Glens Falls City Hall Mayor's Office, Adirondack Thunder at Cool Insuring Arena, The Hyde Museum, The Queensbury Hotel, Closet Consignment, and Good Vibes Nutrition. A recent study by Big Brothers Big Sisters of America found that mentoring actually has economic returns because people who are mentored grow up to earn higher wages and produce more successful adult outcomes. [Learn more: https://www.bbbs.org/impact/](https://www.bbbs.org/impact/)



Keep your eyes open for the Summer Youth Employment Program (SYEP) application coming out in early March! Applications are due by the end of April.



By The Numbers...

Warren County Department of Workforce Development is proud to share the following data about community members who have received assistance during 2024! Training Sponsorships included certifications for CDL drivers, LPN, Welding, and more! Supportive Services includes work boots, uniform needs, and transportation. Many people face barriers to reaching their next career goal and it is the mission and passion of the staff at the Career Center to help be barrier busters so someone can be successful in their next career step.

Training Sponsorships	66
Supportive Services	35
GED Graduates	4
Summer Youth Employment Program Participants	34
Virtual Workshop Attendees	2200

Upcoming Job Fairs!



WE ARE YOUR DOL
Department of Labor

WARREN COUNTY CAREER CENTER JOB FAIR

ATTENDING BUSINESSES

Medline	NYS Civil Service	Hannaford
Six Flags	Saint Gobain Performance Plastics Corp.	Blue Water Manor
Home Depot	Aoe Hardware Corporation Wilton RSC	Arrow Financial Corporation
North Atlantic States Regional Council of Carpenters		Department of Community and Correction Services

JOB OPENINGS FOR ATTENDING BUSINESSES

Production Associate	Mixing Operator	Correction Officers	Teller
Machine Operator	Finishing Operator	Warehouse Specialist	Assistant Branch Manager
Cashier	Dell Associate	Summer Interns	IT Business Analyst
Night Freight Laborer	HTG Shopper	Banquet/Prep Chef	Hotel Front Desk Agent
Housekeeper	Bakery Associate	Maintenance Staff	Loan Services Representative
Sales Associate	Instrumentation Technician	Restaurant Assistant Manager	And more!

February 27, 2025 9:30am – 12:00pm
CRANDALL LIBRARY
251 Glen Street,
Glens Falls, 12001

PLEASE BRING SEVERAL COPIES OF YOUR RESUME. PROFESSIONAL ATTIRE, PLEASE.
For more information about this event, contact Kimberly Haviland: Kimberly.haviland@labor.ny.gov

Community Job Fairs for the Public

February 27th, Crandall Library
 March 18th, Silver Bay YMCA
 April 10th, SUNY Adirondack

School Job Fairs for Students

March 13th, Queensbury Middle School
(8th grade only)
 March 18th, Queensbury High School
 March 26th, North Warren High School
 March 27th, Glens Falls High School
 April 8th, Lake George Junior-Senior HS
(Career Day with industry speakers only)
 April 24th, Johnsburg High School

From Frustration to Opportunity: Mastering the Art of Job Applications

Are you frustrated when completing applications? Do you wish you could just say “see Resume”?

While job applications might feel like a hassle, they are actually an essential part of the hiring process. Unlike resumes, which are considered biased, applications ask the same questions to each candidate allowing for a better evaluation of the basics. This process helps reduce bias, ensures legal compliance, and verifies key information right from the start. It assists employers to comply with employment laws, introduce critical company policies and legally authorizes verification of information. Remember, the application is a legal document.

In reviewing your application, employers are assessing your attention to detail, your ability to follow instructions, and whether you are qualified for the role. The way you complete the application reflects your preparedness and professionalism.

At the Warren County Career Center, we encourage you to avoid “quick apply” options and instead visit the employer’s website to submit your application directly. This approach allows you to tailor your application to the specific employer and ensures you’re applying for a legitimate, up-to-date job posting.

When applying, keep in mind the job description is full of essential key words—using those exact terms in your application will be valuable in getting your application noticed.

To help make your application process smoother, we have created a “cheat sheet” with reminders of key information you will need. By having everything ready in advance, you can breeze thorough the application without delay.

“CHEAT SHEET “

Minimum information to complete a job application

YOUR INFORMATION:

- Your legal name
- Email, work permits
- Work licenses/certifications

SCHOOL: (usually highest degree)

- School’s name
- Address
- Degree, major
- Year graduated

FORMER EMPLOYERS:

- Company name
- Address, telephone
- Your job title
- Begin/end dates
- Accomplishments; responsibilities

THREE REFERENCES:

- Name
- Job title
- Address, telephone
- Email (important)

SPOTLIGHT on SUCCESS

Congratulations to Mellisa W. who completed required coursework on her way to become a Certified Recovery Peer Advocate (CRPA). Melissa's story: I grew up in a broken home and suffered from all sorts of abuse while also being exposed to drugs and alcohol. Consumed by shame and guilt from my experiences and an overabundance of fear I too discovered drugs and alcohol were my escape from feeling like every day should be my last. In and out of trouble with the law, a failure in school and no enthusiasm for life, I carried on my existence in survivor mode. I was spiritually and morally bankrupt. Eventually my addictions and criminal acts caught up with me. I was arrested again in November of 2020 and as part of my sentence I was granted an opportunity to change my life and entered the Warren County Treatment Court. Through the program's intense structural phases, I've been able to rebuild my life from the ground up. I am no longer a victim of my past but a survivor of my circumstances. I just celebrated 4 years clean and sober on October 31st of 2024. In November of 2024 with the help of several amazing women I've met along my journey, I completed the Certified Recovery Peer Advocate (CRPA) training at SUNY Adirondack. My scholarship was funded by Warren County Workforce Development. As I draw nearer to a career as a CRPA my life experience and education allow me an opportunity to help others navigate their life in recovery. I get to be a sober support to others. Through motivational interviewing and other learned skills, I am able to help others discover what recovery looks like for them. I'm able to provide information on resources in the community and assist in utilizing those resources. We help individuals discover and set goals for themselves. We model what accountability and showing up for oneself may look like and help people discover the healthiest version of themselves. I am beyond grateful to all those who have played such an important role in my journey and I am excited to begin my role as a CRPA. I would like anyone who is struggling with addiction to know there is hope. "Death is permanent, addiction doesn't have to be, and recovery can be." I'm living proof.



Melissa W., CRPA-P

Congratulations to Ryan Hill who just earned his CDL-A license this fall while working for the Chester Town Highway Department full-time. Hill gained an interest for working with equipment, after two years of trades classes at BOCES while a student at North Warren High School. But the lack of a Class A commercial driver's license limited what he could do for the department in his first career. He could drive a dump truck, but not pull a trailer with it, or operate certain machinery without a CDL. That changed this past fall when Hill finished 24 hours of classwork around his Highway Department job and did required hands-on training with Jess Barton, a Warren County Department of Public Works supervisor. He passed his exam in late November to become CDL-certified, just in time for a busy winter of snow plowing.



Ryan Hill, Chestertown NY

"I worked during the day and went to classes at night," Hill explained. "It wasn't easy, but it's been a great experience. I'm very appreciative of the opportunity. Now I am able to do whatever they need me to do here."

Warren County Department of Workforce Development continues to have funding for CDL training, healthcare, and other in-demand careers. Those who are interested in learning more can log on to <https://swwworkforce.org/> or call Warren County Career Center at 518-743-0925.

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