

WESTCHESTER-PUTNAM WORKFORCE DEVELOPMENT BOARD

is looking for

VOLUNTEER TRAINERS

FOR THE



Help Get Our Youth Workforce READI. Apply to Become a READI Volunteer Trainer today!

The Westchester-Putnam Workforce Development Board is recruiting volunteers to provide training to individuals and organizations interested in adopting the READI Curriculum for job readiness preparation for youth entering the workplace. *(See back of flyer for definition.)*

Volunteer Qualifications

- Ability to commit to 15 to 20 training hours on READI curriculum
- Instructional and/or teaching background preferred
- Professional development experience helpful
- Retirees encouraged
- Interest in helping young people get jobs



APPLY NOW

Applications for consideration can be submitted online at
goo.gl/TZy3dq or call 914-995-3910



A partner of the American Jobs Centers Network

Westchester
gov.COM Robert P. Astorino
Westchester County Executive



MaryEllen Odell
Putnam County Executive



Department
of Labor

Andrew M. Cuomo
Governor

WHAT IS READI?

READI INSTITUTE BACKGROUND

In November 2011, the The Westchester-Putnam Workforce Development Board appointed an ad hoc committee to examine the attributes that businesses look for when they hire youth and to develop a strategy for how to help youth prepare for the work experience. The committee was comprised of representatives from local colleges, universities, businesses, business membership organizations, youth services organizations, and religious organizations.

The committee's recommendations became READI—an acronym that represents: Respect, Enthusiasm, Articulate, Dependable and Initiative as well as a curriculum to teach these attributes to youth. The curriculum was developed and successfully delivered to a few pilot

organizations serving youth in Westchester and Putnam counties to help youth prepare for the workforce. The Board is now preparing to implement the next phase; training for and distribution of the curriculum on a wider scale.

For maximum impact and efficiency, the Board created the READI Training Institute—a vehicle to be used to Train the Trainers. Volunteers from the counties are being recruited and trained in the instruction of the READI curriculum. These trainers will convene periodic, 2 to 3 day 'train the trainer' sessions for individuals and organizations interested in adopting the READI framework to be used to prepare their youth to enter the workforce.

WHAT DOES READI STAND FOR?

ATTRIBUTE	DEFINITION	
RESPECT	Building Confidence	1. Giving & Earning Respect 2. Personal Well-Being 3. Self Awareness
ENTHUSIASM	Let's Focus	4. Developing Enthusiasm 5. What's Important 6. Setting Goals
ARTICULATE	Presenting My Best Self	7. Speaking Well 8. Listening 9. Confident Communicating
DEPENDABLE	Count on Me	10. Positive Work Ethic 11. Solving Problems 12. Managing Emotions
INITIATIVE	Going For It	13. Taking Initiative 14. Overcoming Challenges 15. Working Towards Goals

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