The Essex County One-Stop Career Center consists of the critical workforce elements including the Division of Training and Employment, Workforce Investment Board (WIB), the Division of Welfare, community-based literacy providers and the New Jersey 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 an 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.
Case Management Services:
The division has structured a case management system designed to assist clients to comply with WFNJ requirements, enroll into work-based activities and obtain necessary supportive service. The case management staff is divided into units with general cases assigned. Moreover, specialized units include Orientation, Term-Ender/SAIF, Sanctioning, and the Vocational Training Unit.

Vocational Training 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):
An intensive case management program to support clients reaching life time limit 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 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.

License Reinstatement Program:
This program will provide opportunities for individuals to reduce the impact of driver’s license suspension as a barrier to employment and support the efforts of individuals who are attempting to achieve their goal of employment. The program will assist those eligible by providing options that include one or more of the following:

- Consolidation of fines and tickets across multiple Essex County Jurisdictions and Affordable payment plans
- Other assistance for work related license reinstated

GED Testing Center:
The Essex County Department of Economic Development, Training and Employment, in collaboration with the American Council on Education (ACE) established the GED Testing Center at the One-Stop Career Center.

Test for Adult Basic Education (TABE) - Assessment Services:
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.
Workforce Investment Act (WIA)/ Youth Program:
The Essex County WIA 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, GED preparation and work experience.

Youth Resource Center:
This center is open to the older youth ages 18-21 that are eligible under WIA guidelines for education and employment services. Providing assessment and case management services including workplace readiness, employment opportunities for academic enrichment, and leadership development skills.

Workforce Investment Act (WIA) Adult/Dislocated Workers:
The (WIA) 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.

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.

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 6am to 9:30am and 3pm to 7pm.

Fairfield-West Essex Mall Loop: Provides transportation from the intersection of Bloomfield Avenue and Passaic Avenue in West Caldwell to places of employment in the northwestern townships of Fairfield and West Caldwell.

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

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 OJIT, WOTC, and other funded programs.

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 GED and learn life readiness skills using high-end technology.

The labs are set up in East Orange and Bloomfield

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.

Located on the 3rd Floor at 50 South Clinton Street

For more information, call: (973) 395-8822 / 395-8708
Department of Citizen Services
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:

New Jersey Department of Labor / Employment Services:
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

Putting Essex County First

JOSEPH N. DIVINCENZO, JR.
ESSEX COUNTY EXECUTIVE

and the
ESSEX COUNTY BOARD OF CHOSEN FREEHOLDERS

Essex County Services:
Economic Development, Training & Employment.........(973) 395-8400
Division of Training & Employment..............................(973) 395-8729
Workforce Investment Board........................................(973) 395-2869
Essex County One-Stop............................................(973) 395-3220 / 3222
Essex County Division of Welfare................................(973) 395-8000 / 8001
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
Dept. of Labor Unemployment Insurance.................(973) 266-2820 / 2829

Other Social Services Phone Numbers:
Women Infant and Children (WIC)..............................(973) 733-7528
Division of Youth & Family Services.........................(877) 652-2873
NJ Family Care Health Services...............................(800) 710-0710
Kinship Navigator.......................................................(877) 816-3211
Nursing Home Services..............................................(973) 645-7068
Essex / Newark Legal Services.................................(973) 624-4500
Food Stamps..............................................................(973) 395-8000
Medicaid / Family Care.............................................(973) 645-7134
Temporary Assistance for Needy Families..............(973) 733-2319 / 3183
General Assistance....................................................(973) 395-8000
Emergency Assistance..............................................(973) 645-8369
Child Support & Paternity...........................................(973) 733-3392
Community Care for the Elderly & Disabled............(973) 645-7141
Fair Hearings..............................................................(800) 792-8773

CHRIS CHRISTIE, GOVERNOR
HAROLD WIRTHS, COMMISSIONER

General Social Services: Dial 211
DAIL: 800-435-7555 or 973-887-2772
www.211.org / www.nj211.org
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