

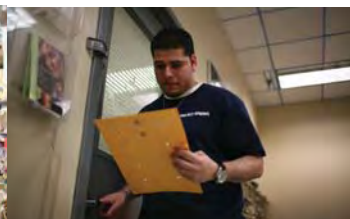


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change that works }



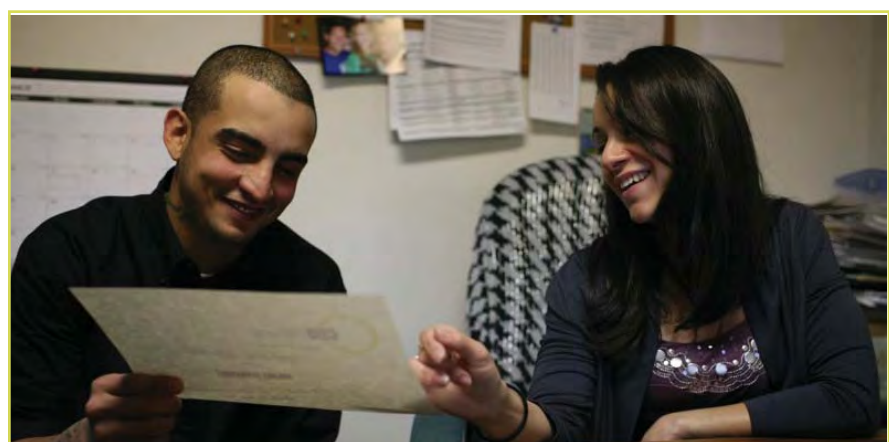
# Men and women with criminal records need to turn their lives around.

Central to that effort is finding and maintaining paid employment. The Center for Employment Opportunities (CEO) gives individuals with criminal convictions transitional jobs to meet their immediate needs and uses that experience and training to place them in permanent, unsubsidized jobs. CEO has placed thousands of participants in businesses ranging from small, independent contractors to large corporations and has been proven to reduce crime and re-incarceration amongst participants returning from prison through an independent, randomized evaluation.



# 1 Job Readiness Training

Participants are referred to CEO from their Parole or Probation Officer. In interactive workshops they learn how to prepare a resume, discuss their criminal history with potential employers, dress appropriately for an interview and get prepared to begin working immediately. The classes follow set schedules, providing support and encouragement in a highly structured setting. All CEO instructors have extensive experience working with at-risk populations.



All enrollees receive one-on-one job coaching which helps participants break down barriers to employment and connect them to outside services such as childcare, housing and employment wardrobe resources.

# 2 Transitional Work

All Job Readiness Training graduates are eligible to be employed on CEO's Transitional Work sites. Under the direction of a full-time supervisor from CEO, the work crews perform indoor and outdoor assignments such as general building maintenance and grounds keeping for a variety of institutional customers. CEO's Site Supervisors evaluate participants daily on a scale from 1-5 on the CEO CPs (Company Principles):

- Cooperation with Supervisor**
- Effort at Work**
- On Time**
- Cooperation with Co-workers**
- Personal Presentation**

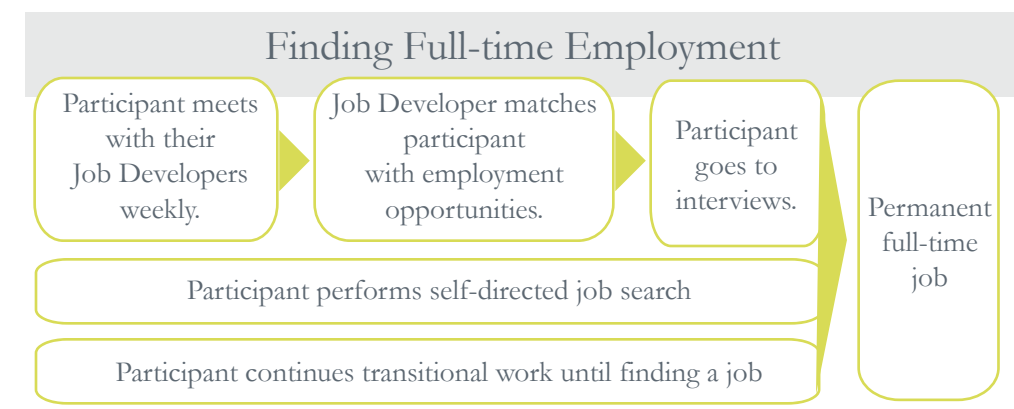
At the end of the full-day shift, CEO puts a paycheck in the hand of each participant. This daily paycheck gives participants well-earned money as they transition from prison to the community.

Serving the five boroughs and beyond, CEO transitional job sites include both day hours (indicated in black) and night hours (indicated in red).



# 3 Job Placement Services

Two days a week, participants return to CEO headquarters dressed for job interviews. Staff monitors each individual's attendance and the daily CEO CP evaluation they receive on their job site. Simultaneously, their Job Developers have been securing permanent job opportunities for them, trying to match their skills with the employment needs of companies in the private sector. Enrollees continue on job sites until they find a permanent job. CEO specializes in finding jobs in customer service, food industries, warehouse and office support.



# 4 Post-Placement Services

CEO provides support for 1-year to all participants who are placed in full-time jobs in order to help them stay in their job and move up the career ladder. After each month of retaining their jobs, participants are eligible for Rapid Rewards: financial incentives that help keep them connected to the labor force and to supportive services.



Donna, Stationery Toy World, working with CEO since 2000.

CEO staff also work to ensure employer satisfaction, checking regularly with the employer by phone to monitor progress and mediate issues when necessary.



Life Skills Classes



Life Skills Classes



Graduation from class



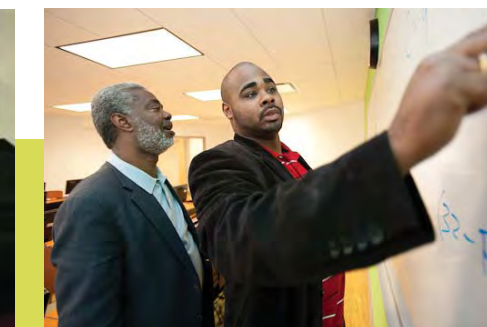
Receiving Work Boots



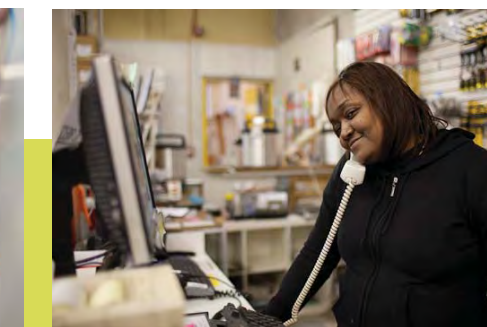
Transitional Work



Job Development



CEO Academy



Sydonna Vaughn, Compleat Sculpture

CEO works with more than

**500**  
employers

&

In the past decade, CEO has placed over

**10,000**  
individuals in full time employment

## FOR EMPLOYERS

### Free human resource service

Careful screening and assessment of applicants results in reliable, capable and qualified employees for private and public-sector companies.

### No-cost Bonding

CEO insures its applicants under the federal bonding program at no cost to the employer for the first 6 months.

## FOR PARTICIPANTS

### CEO Academy

The CEO Academy, located in the Bronx, is a first-of-its-kind partnership between the Center for Employment Opportunities and community colleges in the City University of New York (CUNY) system. The Academy works only with people with criminal convictions, helping them progress from entry-level jobs into skilled trades, including plumbing, electrical and refrigeration mechanics. Under the program, CEO provides academic preparation to participants that help them enroll in -- and complete -- skilled trades courses at the CUNY's colleges, including Bronx Community College and New York City Technical College. Throughout the program, CEO maintains close contact with participants and gives them support, training and ultimately connection to private sector jobs. The entire 8 month Academy experience is free of charge to enrollees.

#### IF YOU ARE ON PROBATION:

Ask your Probation Officer to refer you to CEO and bring with you: A government issued photo ID, Social Security card or birth certificate (if these are not available, we will help you get them)

Come for orientation any Friday at 7am to CEO,  
32 Broadway, 5th floor or call 212 422 4430 for more information

### Tax Credits

Employers can take advantage of a variety of tax incentives. CEO handles all paperwork, so there are no additional or hidden costs to employers.

### Employee Assistance Program (EAP)

CEO's experienced counselors can provide referrals and advice to *any* employee with drug, alcohol, or other personal problems -- free of charge.

### Parenting Programs

CEO's voluntary parenting programs offer parents at CEO the opportunity to strengthen their relationship with their children through parenting classes and workshops. Central to that relationship is supporting them financially. CEO helps noncustodial parents pay child support at a level they can afford and assists custodial parents in establishing support orders. To round it off, parents and children have fun together at events throughout the year, from the holidays through our famous Father's Day barbecue!

### Support Services

CEO provides assistance and referrals in helping deal with other issues participants face upon returning home from prison, such as child care, housing and medical services.

#### IF YOU ARE ON PAROLE:

You need to bring with you: A completed CEO Referral form, your release papers, a government issued photo ID, Social Security card or birth certificate (if these are not available, we will help you get them)