



**Esteemed Williamsburg Residents,**

We are pleased to introduce our Workforce Development Project – in partnership with JCCGCI – to assist community members in succeeding in earning a living. The Workforce Development Project will assist participants in securing respectable employment, beneficial career changes, and will develop skills to help attendees succeed in business.

The UJO assists thousands of Williamsburg residents with entitlement benefits to feed their families, free health insurance, housing subsidies, etc. However, the ultimate desire is for all to be independent and self-sufficient. Indeed, this is the greatest help that one can extend to a person and is the highest level of charity as related by the רמב"ם (Maimonides).

For years, the UJO and JCCGCI provided training courses for the skills necessary to achieve success in obtaining good employment positions. Classes take place locally. The courses and teachers are uniquely fit to serve the community so, in a short time, participants can gain the qualifications necessary to succeed, such as Microsoft and QuickBooks certification. The UJO's Workforce Development Project has already assisted a large number of residents in obtaining attractive jobs. Many past participants are now so well-off in the IT, Real Estate and Construction industry, that they are in the position to employ others.

In addition, the UJO is proud of its Pusoach Program which, together with the Hebrew Free Loan Society (HFSL) has extended a total of \$6.7 million in loans to more than 250 businesses in the community, enabling them to launch and develop in their industries.

Thank G-d, New York City, recognizes the importance of increasing these services to the community. This has led to the expansion of the Workforce Development Program to further help prepare participants in finding jobs and in other job-related assistance.

The following is an overview of services.

The UJO looks forward to serving you.

Sincerely,  
Rabbi David Niederman



*in partnership with  
JCCGCI*

*Address: 32 Penn Street  
Brooklyn, NY 11249*

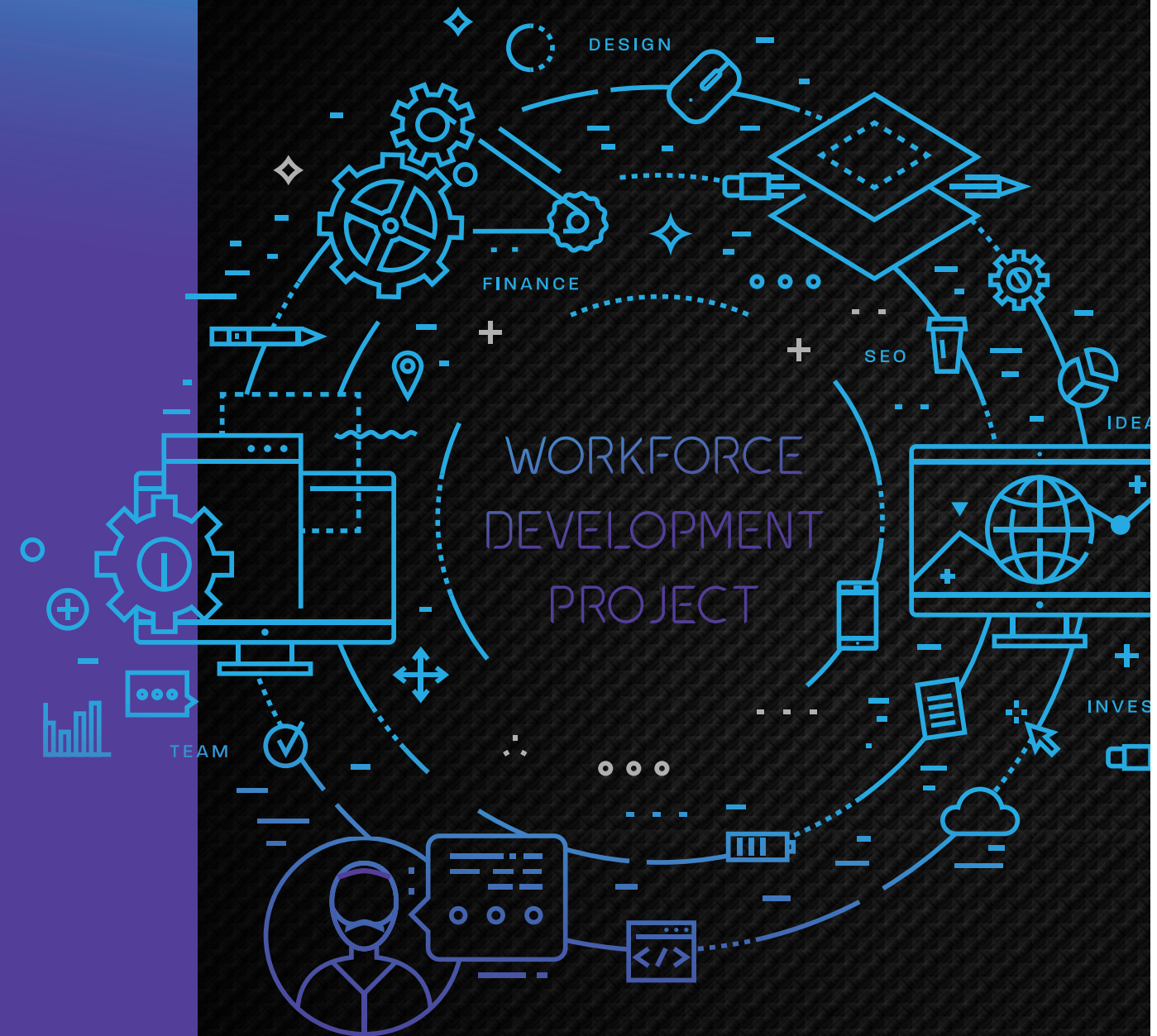
*Email: [workforce@unitedjewish.org](mailto:workforce@unitedjewish.org)  
Phone: 718.643.9700 X 227*

*All workforce services are  
provided free of charge.*

*We look forward to assisting  
you in achieving success.*



*in partnership with  
JCCGCI*



**וברכתך בכל אשר תעשה!**

*And he shall Bless You In all your Undertakings!*

All workforce services are provided free of charge.

# Classes



## English Second Language ESL

2-3 times a week | Day or evening hours

Learn in a few months to better:

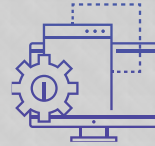
- Understand • Speak • Read • Write • and communicate in English

Suited for job seekers or those trying to advance in their career. A professional grasp of English and business communication significantly increases value to current and potential employers.

- Resume writing
- Job interview assistance

Several classes annually

Come in to our office, call or email the UJO to be put onto the waiting list for upcoming classes.



## Basic Computers and QuickBooks

2-3 times a week | Day or evening classes

This class will teach the fundamental computer programs needed for most office positions or other jobs as well as for managing one's own business.

Basic Computer Knowledge Includes the fundamental Office Programs

- Word
- Excel
- QuickBooks Bookkeeping Software

There will be several classes offered annually.

Come in to our office, call or email the UJO to be put onto the waiting list for upcoming classes.

## Entrepreneurship Services

Pusoach Business Services By the Hebrew Free Loan Society

Develop skills to manage a business, including:

- Business Planning
- Business Financing
- Planning and Following a Budget
- Writing a Business Plan



Apply for up to

**\$50,000**

interest-free business loans when starting or expanding your business.

Call or email the UJO to be put onto the waiting list for upcoming classes.

*The Pusoach Program with the UJO has assisted businesses with*

**\$6.7 million**

*in loans since its inception.*

## Contact us to:

- Analyze and help assess the services and assistance that are best suited for your needs, including:
  - English (ESL) classes
  - Computer Classes
  - Other training that will help launch your desired career.
- Referrals to other suitable training programs.
- To participate in UJO workshops on Personal Finance, such as Budgeting and Saving.
- To discuss what type of entitlement benefits and government assistance will still be available when starting a job – e.g., free medical insurance and other assistance that one can still qualify for even after beginning a salaried job.
- Job placements referrals and assistance.
- Receive job retention financial coaching and career advancement services.

The UJO plans to arrange workshops to present a basic overview of specific industries and careers. To gain a better understanding of a promising industry that interests you, please mention it when speaking to a caseworker.

The UJO will provide workshops for the areas that elicit the greatest interest.

*We look forward to serving you!*