

*Do something positive  
for your future.*

Get involved with your local WIOA or Summer TANF Youth Service Programs.

Enhance your educational skills, develop work readiness skills, prepare for employment success, and develop your skills as a leader.

We can help with basic skills instruction, paid and unpaid work experience, supportive services and leadership opportunities.

*Do You Know The Top Ten  
Qualities That Employers Seek?*

1. *Communication Skills*
2. *Integrity*
3. *Teamwork*
4. *Interpersonal Skills*
5. *Initiative*
6. *Strong Work Ethic*
7. *Analytical Skills*
8. *Flexibility*
9. *Computer Skills*
10. *Organizational Skills*

*“A dream doesn’t become a reality through magic; it takes sweat, determination and hard work.”*



*Finger Lakes Area  
Service Providers*

**Seneca County Workforce Development  
and Youth Bureau**

**Finger Lakes Works-Seneca**  
1 DiPronio Drive, Waterloo, NY 13165  
315-539-1905

<http://www.co.seneca.ny.us/wdyb>

**Ontario County Workforce Development/  
Finger Lakes Works-Ontario**

3010 County Complex Drive  
Canandaigua, NY 14424  
585-396-4020

[www.co.ontario.ny.us/workforce/](http://www.co.ontario.ny.us/workforce/)

**Yates County Workforce Development/  
Finger Lakes Works-Yates**

417 Liberty Street, Suite 2021  
Penn Yan, NY 14527  
315-536-5140

[www.yatescounty.org/display\\_page.asp](http://www.yatescounty.org/display_page.asp)

**Wayne County Workforce Development/  
Finger Lakes Works-Wayne**

1519 Nye Road, Lyons, NY 14489  
315-946-7270

[www.co.wayne.ny.us/departments/workdev/workdev.htm](http://www.co.wayne.ny.us/departments/workdev/workdev.htm)

**Finger Lakes Works-Geneva**

70 Elizabeth Blackwell Street  
Geneva, NY 14456  
315-789-1771

[www.co.ontario.ny.us/workforce/](http://www.co.ontario.ny.us/workforce/)

**Finger Lakes Workforce Investment Board, Inc.**

41 Lewis Street, Suite 104  
Geneva, NY 14456  
315-789-3131

[www.fingerlakesworks.com](http://www.fingerlakesworks.com)



**Seneca County**

**Youth & Young  
Adult Services**

**Career Planning &  
Job Readiness Training**



## ***WIOA Program***

What is the Workforce Innovation Opportunity Act (WIOA) Youth Services Program?

It is a youth program designed for out-of-school youth between the ages of 16-24. This program is a component of the Workforce Innovation Opportunity Act, providing expanded career development programs and services in the areas of employment and training for youth and young adults in our community.

### ***HOW do we help?***

The Workforce Youth Program provides the following educational and employment services:

- Assessment to determine skills, interests and abilities
- Development of an individual plan to identify long-term and short-term career goals
- Opportunity to gain Work Experience
- Preparation for postsecondary educational opportunities
- Work Readiness Training

The goal of the Workforce Development Program is to provide a comprehensive workforce preparation program that meets the participant's needs in reaching desired long-term and short-term goals – ultimately contributing to the betterment and growth of the community.

## ***WHO should Apply?***

The Workforce Program is offered to youth and young adults between the ages of 16-24 who both WANT and NEED to make a positive change in their lives, and need help in finding the RIGHT opportunities to make it happen.

The program is designed to support young adults and guide them in making the right decisions and choices as it relates to their educational and occupational needs.

### ***Youth are referred to the program by:***

- Community Agencies – Social Service
- Court Officials and Legal Professionals
- Family referrals
- Schools – counselors and superintendents
- Walk-in based upon information received
- Referral from other young adults in the program

### ***For more information on Eligibility Requirements***

Please call (315)-539-1901 or (315)-539-1905

## ***Summer TANF Program***

What is the Temporary Assistance for Needy Families (TANF) Summer Youth Employment Program (SYEP)?

The SYEP provides youth between the ages of 14-20 with summer employment and educational opportunities. Participants work in a variety of entry-level jobs at government agencies, nonprofits and private sector businesses. The program runs approximately 6-8 weeks in July and August.

### ***The SYEP strives to:***

- Provide Work Readiness Training
- Increase awareness of services offered by local community-based programs
- Provide opportunities for career instruction, financial literacy training, paid work experience and social growth.

### ***Eligible SYEP Participants:***

- Eligible candidates for this program are economically disadvantaged according to federal guidelines
- Families currently receiving any of the following: Family Assistance, Safety Net, Medicaid, SNAP/Food Stamps, HEAP, Supplemental Social Security(SSI) or that meet the 200% income guidelines

### ***Other Services:***

***Please contact your Service Provider for additional youth programs that may be available.***