



# employer guide

Higher Education,  
Training, and  
Community Services

Dear WCA Members and Friends,



The Westchester County Association (WCA) represents Westchester County’s foremost companies as well as municipalities, nonprofit organizations, and institutions of higher education, supporting their objectives through direct advocacy and original programming. It is focused on promoting Westchester County as the region’s best place to live, work, and play: offering a high quality of life, access to good jobs, world-class schools, cultural institutions, dining, and recreational opportunities, all within close proximity to New York City and the rest of the Hudson Valley. Businesses go where there is talent, and that means having a pipeline of trained and job-ready individuals is essential. Training the workforce for current and future high growth-potential careers is critical, which is why the WCA is laser focused on workforce development initiatives.

We’ve created this user-friendly resource guide to help employers and employees capitalize on the tremendous training and educational opportunities in our region. Right in our backyard, there are opportunities for on-campus, online and on-site programs and courses for certifications and degrees. This guide also includes information about our area’s support services such as childcare, transportation, housing and healthcare. Knowing what services and resources are available can help employers meet the needs of employees and save money at the same time.

Within our major institutions, there are robust career service centers offering comprehensive services to help match employers with talent. Simply put, they play an important part in ensuring our region is rich with talent. There are currently more than 60,000 students in Westchester, many of whom can become valuable members of your organization!

WCA is very grateful for the generous grant from Entergy that enabled us to produce this resource guide. If you would like to connect with me to discuss this guide or any workforce issues, or learn how your organization can get involved in the work of the WCA, please reach out to me at [jchapin@westchester.org](mailto:jchapin@westchester.org) or (914) 948-6444 ext. 13.

Sincerely,  
  
**JASON CHAPIN**  
WCA Director of Workforce Development

## Section 1: College Profiles

- BERKELEY COLLEGE
- COLLEGE OF WESTCHESTER
- FORDHAM UNIVERSITY
- IONA COLLEGE
- LIU HUDSON AT WESTCHESTER – LONG ISLAND UNIVERSITY
- MANHATTAN COLLEGE
- MANHATTANVILLE COLLEGE
- MERCY COLLEGE
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- NEW YORK MEDICAL COLLEGE
- PACE UNIVERSITY
- PURCHASE COLLEGE, SUNY
- ST. THOMAS AQUINAS COLLEGE
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## Section 2: Nonprofit and New York State Employee Resources

- CHILD CARE COUNCIL OF WESTCHESTER
- HOUSING ACTION COUNCIL
- WESTCHESTER COUNTY DEPARTMENT OF TRANSPORTATION
- NEW YORK STATE OFFICE OF TEMPORARY AND DISABILITY ASSISTANCE (MYBENEFITS PROGRAM)
- 211 HUDSON VALLEY
- NONPROFIT WESTCHESTER
- VOLUNTEER NEWYORK!
- EMPIRE STATE DEVELOPMENT



## Degrees Offered at the White Plains Campus:

- Management
- Justice Studies --  
Criminal Justice
- Fashion Merchandising  
and Marketing
- General Business
- Health Service Administration/  
Management
- Marketing Communications
- Health Services Administration,  
Medical Insurance,  
Billing and Coding

# hands-on training



Your **potential** is our **promise**.™

## Overview:

With the goal of preparing students for success in the professional world, Bachelor's and Associate's degree programs at Berkeley College combine rigorous academics with hands-on training for a well-rounded education that provides the knowledge and skills employers demand.

Berkeley's degree programs are developed with input from industry experts and are updated regularly to remain relevant to current market standards. Students also benefit from the firsthand knowledge of professors, many of whom bring extensive professional experience to the classroom. All undergraduate degree programs have required internships, practicums, or job-related assignments that provide career training.

## Corporate Learning Partnerships:

In addition to preparing students for a wide range of careers, Berkeley College also specializes in continuing education for working professionals. Through our Corporate Learning Partnership, employees at all levels within your organization can:

- Learn new skills to take on increased roles and added responsibilities
- Prepare to manage or train others by having them pursue degrees to build skills to further advance their careers

### CREDIT FOR PRIOR LEARNING:

Berkeley College realizes that learning can take place beyond the classroom. Many students have many years of learning through diverse experiences in life and in the workplace. Some of these experiences may be counted towards college-level work through prior learning credits.

### KEY CONTACT:

**Rob Miller**  
*Campus Operating Officer*  
robert-miller@berkeleycollege.edu  
914-694-1122 ext. 3123  
99 Church Street  
White Plains, NY 10601

### CAREER SERVICES CONTACT:

**Wendy Hewlett**  
*Career Counselor*  
wendy-hewlett2@berkeleycollege.edu  
914-694-1122 ext. 3402  
99 Church Street  
White Plains, NY 10601

### WEBSITE:

[www.berkeleycollege.edu](http://www.berkeleycollege.edu)

# flexible schedule



## Overview:

A career-focused college serving the needs of both students and regional employers for over 100 years, The College of Westchester (CW) offers programs at the Certificate, Associate Degree and Baccalaureate Degree levels in accounting, business, digital media marketing, computer network administration, information technology, and health care, including both clinical and administrative functions. Recognizing the time pressures of working adults, CW offers flexible scheduling options for students during evening hours as well as online studies.

## Innovative Programs and Initiatives:

- Corporate Partner Tuition Discount of 50% after all State and Federal Tuition Aid is applied
- Cisco Academy Certifications
- U.S. Military Veteran Yellow Ribbon Program

### SERVICES FOR EMPLOYERS:

**Individual career counseling provided to all enrolled students**

**Career readiness workshops and mock interviews are provided to all enrolled students**

**Internship fairs where employers can recruit student interns frequently leading to subsequent employment**

**On-campus recruiting via career fairs and Career Cafes providing employers with access to campus and students**

**Portfolio review days providing students with feedback from prospective employers**

**Access to free, online resume, cover letter and portfolio building service**

**Lifetime career placement services**

### KEY CONTACT:

**Mr. Matt Curtis**

*Vice President, Enrollment Management*

partners@cw.edu

914-831-0200

### CAREER SERVICES CONTACT:

**Ms. JoAnn Sondey**

*Director, Career Services*

JSondey@cw.edu

914-831-0288

325 Central Avenue

White Plains, NY 10606

### WEBSITE:

[www.cw.edu](http://www.cw.edu)



## Overview:

**Fordham University, the third oldest university in New York State is home to ten colleges offering bachelors, masters, and doctoral degrees and professional certificates in more than 60 disciplines. With a student body of approximately, 15,000, Fordham has three U.S. campuses in the Bronx, Manhattan and Westchester, with the Westchester campus housing branches of the Fordham School of Professional and Continuing Studies (PCS), the Graduate School of Social Service, the Graduate School of Education, and the Graduate School of Business.**

# customized learning

## FORDHAM Westchester

### Innovative Programs and Initiatives:

In addition to undergraduate degree completion programs, Fordham PCS offers master's and professional certificate programs in real estate (real estate finance, development, construction, and property management); professional certificates in digital and social media management and human resource management; and post-baccalaureate pre-med programs.

Fordham PCS will also create customized learning experiences to develop the talent of new and veteran employees and contribute to the overall health of your business.

- Short term, on-site, on-campus, online course options
- Subject-specific boot camps to train your team
- Corporate retreats and facilitated strategic planning sessions
- Entry-level to C-suite programs available

Other programs include onsite and online bachelor's and master's degrees in social work; master's degrees in teaching and educational leadership; MBA degrees; and continuing education credits in these areas.

#### SERVICES FOR EMPLOYERS:

The Office of Career Services aims to work collaboratively to connect our students with employers and ensure that each of our employers is well represented to attract our best job candidates.

*Handshake is our online portal through which employers can:*

- Post a job or internship opportunity**
- Register for a career fair**
- Request a career discovery or tabling event**
- Request an on-campus recruiting schedule**
- Learn about upcoming events**
- Access student profiles**

#### KEY CONTACT:

**Tara E. Czechowski, Ph.D.**  
*Associate Dean, Outreach and Innovation*  
Fordham School of Professional and Continuing Studies  
czechowski@fordham.edu  
718.817.4688  
400 Westchester Avenue, Rm. 210  
West Harrison, NY 10604

#### CAREER SERVICES CONTACT:

**Annette McLaughlin**  
*Director, Office of Career Services*  
lmclaughlin9@fordham.edu  
718.817.4353  
441 E. Fordham Road  
Bronx, NY 10458

#### WEBSITE:

[www.fordham.edu](http://www.fordham.edu)





# career development



## Overview:

With 3,800 students and 45,000 alumni, Iona College is committed to generating graduates who are prepared to respond to the challenges of the 21st century workforce with interdisciplinary thought, commitment to learning and intellectual agility, and decision making grounded in ethics and promoting the common good. Iona College graduates are being prepared to move the world.

## Innovative Programs and Initiatives:

The Gerri Ripp Center for Career Development supports this mission by developing relationships and connecting students to employers from various industries and professional fields. To effectively support your recruiting efforts, the Career Center team will work with you to build your presence on-campus and identify meaningful engagement points. Our goal is to connect you with qualified students who possess the skills and qualities that match the unique needs of your organization. In partnership, we will help you meet your talent acquisition goals.

### SERVICES FOR EMPLOYERS:

Career Development offers a variety of services for employers to recruit qualified students and alumni for full-time and internship positions. Iona College uses Handshake, a comprehensive tool that allows employers to register with the Iona Center for Career Development (CCD), search for students across all the participating schools that use its network, sort perspective students by major, class year, skills, and more. Once registration is approved, employers can enter their current job or internship postings directly into Handshake, which can be accessed by our entire student body and alumni base.

#### *Additional recruitment services:*

**On-campus interviews**  
**Information sessions**  
**Resume referral**  
**Career & internship expo**  
**Information table**  
**Share your expertise**

### CAREER SERVICES CONTACT:

**Matt Cardin**  
*Associate Vice Provost*  
mcardin@iona.edu

### CAREER SERVICES CONTACT:

**Darelle Thomas**  
*Associate Director*  
dthomas@iona.edu

### WEBSITE:

[www.iona.edu](http://www.iona.edu)



# teaching excellence



## Overview:

Long Island University (LIU) was founded in 1926. The university is committed to providing a high-quality education through teaching excellence and impactful research opportunities. LIU offers 375 undergraduate, graduate, and doctoral degree programs, educating nearly 17,000 students each year across multiple campuses. The university cultivates academic, professional, artistic, and co-curricular opportunities. LIU Hudson at Westchester is located on the grounds of SUNY Purchase College in Purchase, New York.

## Innovative Programs and Initiatives:

LIU Hudson offers graduate-level programs. LIU Hudson currently offers over 70 graduate programs leading to master's degrees and advanced certificates. Programs are offered at LIU Hudson's locations on the campuses of SUNY Purchase in Purchase, NY, Rockland Community College in Suffern, NY, and the United States Military Academy at West Point, NY, as well as online and on-site for professional development at schools and at companies participating in our innovative MBA at Your Office program.

### SERVICES FOR EMPLOYERS:

Employers can use Handshake as a recruitment tool, to identify qualified candidates for open positions and manage on-campus recruitment activities.

### CAREER SERVICES CONTACT:

EmployerEngagement@liu.edu

### WEBSITE:

[www.liu.edu](http://www.liu.edu)



## Overview:

**Manhattan College empowers exceptional graduates who not only go on to lead successful careers, but also make a positive impact in the world. Grounded in tradition, the transformative Jasper education is built on a strong liberal arts foundation and paired with hands-on, technical knowledge that evolves and adapts with our world. Guided by history, faith and strong leadership, Manhattan continues to climb in national rankings as a top-valued school.**

# empower graduates



**MANHATTAN  
COLLEGE**

## Innovative Programs and Initiatives:

Manhattan College is consistently ranked as one of the top schools in the nation for having graduates that get jobs and earn high salaries. While securing employment is important, career preparation at Manhattan College is about more than just finding a job. Through comprehensive, person-centered career counseling, programs, and events, The Office of Career Pathways helps to guide students and alumni towards a meaningful and purpose-driven career.

Manhattan offers a multitude of programs and degrees within its 6 schools.

- The O'Malley School of Business
- School of Continuing & Professional Studies
- School of Education & Health
- School of Engineering
- School of Liberal Arts
- School of Science

### SERVICES FOR EMPLOYERS:

The Center for Career Development works with employers to assist them in hiring our students for jobs and internships.

*Handshake is a career platform that allows employers to:*

**Post jobs and internships on our Handshake database**

**Participate in career fairs**

**Conduct on-campus interviews**

### KEY CONTACTS:

**Rachel Cirelli**  
*Director, Career Development*  
rcirelli01@manhattan.edu

**Sharon D'Amelia**  
*Associate Director, Career Development*  
sharon.damelia@manhattan.edu

### WEBSITE:

[www.manhattan.edu](http://www.manhattan.edu)



## Overview:

Manhattanville College is consistently recognized as having one of the most diverse student populations in America.

Undergraduate students have 45 majors and minors to choose from as they pursue a liberal arts degree. A wide variety of graduate programs are offered, including master's and doctoral studies in education, creative writing and business.

# corporate partnerships



**Manhattanville**  
COLLEGE®

The School of Professional Studies (SPS) at Manhattanville caters to returning students with convenient schedules and relevant coursework. Five Master of Science degrees are offered in: business leadership, finance, human resource management, marketing communication management, and sport business and entertainment management. For adult learners looking to complete their undergraduate work, accelerated bachelor's degrees are offered in: behavioral studies, business management, and organizational management. Manhattanville's SPS is known for its expertise in SHRM Certification Preparation, Post Baccalaureate in Pre-Health, and Women's Leadership Institute.

## Innovative Programs and Initiatives:

A corporate partnership with the School of Professional Studies (SPS) at Manhattanville College helps local organizations strengthen their workforce by promoting educational opportunities to their employees at a significant corporate discount. Conveniently located in lower Westchester County, the School of Professional Studies is at the crossroads of all things 'Big Business' in the New York Metro area. Featuring a dedicated and committed faculty and staff of educators and leading business professionals, SPS delivers industry-driven content in small and highly interactive and engaging classes. By enrolling in various graduate programs, advanced certificates, accelerated bachelor's degrees, and a variety of relevant and contemporary professional development workshops, employees will be inspired and empowered to succeed. Through a partnership with SPS, companies can provide their employees with pivotal opportunities to further their education, recognize their future executive potential, and ultimately flourish within the organization.

### SERVICES FOR EMPLOYERS:

Manhattanville's Center for Career Development provides a variety of ways to connect to the college's diverse talent pool. Employers are invited to list internships and job opportunities on our Handshake system; participate in career fairs and networking events; and recruit on campus. In addition, the School of Professional Studies invites employers to recruit graduate level students through targeted networking events, career fairs, and listing job opportunities that are shared with students and alumni of SPS.

### KEY CONTACT:

**Laura Persky**  
*Associate Dean, School of Professional Studies*  
Laura.Persky@mville.edu  
914-323-5188

### CAREER SERVICES:

**Meghan Makarczuk**  
*Director, Center for Career Development*  
Meghan.Makarczuk@mville.edu  
914-323-5484

### WEBSITE:

[www.mville.edu](http://www.mville.edu)



## Overview:

Mercy College is an independent, coeducational college that offers more than 90 undergraduate and graduate degree and certificate programs within five schools: business, education, health and natural sciences, liberal arts and social and behavioral sciences. We offer campuses in Dobbs Ferry, Bronx, Manhattan and Yorktown Heights with additional teaching locations in New Rochelle, Brooklyn and Harlem, as well as online offerings.

# innovative programs



The college's mission is to provide educational access for traditional and non-traditional students. These include students who may be demographically underrepresented in higher education, who have high financial need and/or view themselves as first-generation college students. Mercy College is recognized by the White House as a "Bright Spot in Hispanic Education," by the U.S. Department of Education as a Hispanic Serving Institution, is designated by the U.S. Department of Veterans Affairs as a "Yellow Ribbon School" and is consistently recognized as one of the top schools for veterans and their families.

## Innovative Programs and Initiatives:

- PACT Program: Mercy College offers a personalized learning experience that includes the College's Personalized Achievement Contract (PACT) program, a nationally-recognized mentoring program for students
- EPIC Career Program: a career-readiness program (Explore. Prepare. Implement. Career Launch.) that embeds career curriculum modules into syllabi as required homework assignments. These modules build competencies such as critical thinking and writing, and educate and prepare students in career areas such as resume writing, professional etiquette, and interview skills
- Internship Grant Program: \$1,500 internship grants are available to address financial barriers and assist undergraduate students in completing unpaid internships for credit
- Industry-based Career Community Model: personalized, industry-based career education, resources, and coaching are available to students; this includes the promotion of relevant employer opportunities

### SERVICES FOR EMPLOYERS:

**Employer Relations (ER) team:** Our ER team works directly with employers to address undergraduate talent requirements for internship and entry-level opportunities. They collaborate with faculty on employer opportunities, requirements, and feedback, and raise the profile of employer opportunities with students

**Recruitment Opportunities:** Host employers on our campuses (Bronx, Manhattan, and Dobbs Ferry) to recruit students

**Employer Treks:** Bring students to employer sites to network, tour facilities, raise the profile of the organizations and their opportunities, etc.

**Campus/Classroom Visits:** Partner with deans and faculty to host organization leaders on campus and in classrooms to speak on required skills/trends/workforce needs, today and in the future

**CAREER WEBSITE:** <https://career.mercy.edu/>

### KEY CONTACT:

**Julia Wexler**  
*Director, Employer Relations*  
jwexler1@mercy.edu  
914-674-7346

### CAREER SERVICES CONTACT:

**Jill Hart**  
*Executive Director*  
jhart2@mercy.edu  
914-674-7362

### WEBSITE:

[www.mercy.edu](http://www.mercy.edu)





recognized  
leader

## MONROE COLLEGE

### Overview:

Founded in 1933, Monroe College is a recognized leader in urban and international education. The college is proud of its innovative programs to increase college access, affordability, and completion outcomes, especially among first-generation students. Monroe educates close to 8,000 students each year, offering certificate, associate, bachelor's, and master's degree programs from campuses in the Bronx, New Rochelle, and St. Lucia. Many of the college's degree programs may also be pursued online. Programs are offered through seven academic schools, including the Schools of allied health professions, business and accounting, criminal justice, education, hospitality management and the Culinary Institute of New York (CINY), information technology, and nursing, as well as through King Graduate School. Liberal arts and continuing education programs are also available.

### Innovative Programs and Initiatives:

In 2007, Monroe launched an innovative new program called the Corporate Partnership Program that has proven to be of great interest to local employers and their employees alike. It gives companies and organizations wonderful access to the college -- to find interns, find employees, to network, attend job fairs, and even participate in career panels and workshops, while also providing their staff members with an educational grant that makes going to college at Monroe -- whether for a first or second degree -- much more appealing and affordable.

#### SERVICES FOR EMPLOYERS:

The college hosts many events throughout the year to help local employers connect with our diverse population of more than 7,000 students and 30,000 alumni.

Chief among them:

**Information sessions**

**Job and internship fairs**

**On-campus recruiting**

**Online recruiting**

**Internships**

**Employer literature displays**

#### KEY CONTACT:

**Mr. Lamar Haynes**

*Vice President, Admissions*

lhaynes@monroecollege.edu

646-393-8265

434 Main Street

New Rochelle, NY 10801

#### CAREER SERVICES:

**Ms. Pamela DellaPorta**

*Vice President, Corporate & Community Outreach*

pdellaporta@monroecollege.edu

646-393-8265

434 Main Street

New Rochelle, NY 10801

#### WEBSITE:

[www.monroecollege.edu](http://www.monroecollege.edu)



## Overview:

Founded in 1860, New York Medical College (NYMC) is a health sciences college located on a 54-acre campus in Valhalla. Comprised of five schools on its campus—the School of Medicine (SOM), the Graduate School of Basic Medical Sciences (GSBMS), the School of Health Sciences and Practice (SHSP), the Touro College of Dental Medicine (TouroCDM) at NYMC, and the Touro College School of Health Sciences’ nursing program at NYMC—NYMC educates physicians, scientists, public health specialists and other healthcare professionals.

# professional preparation



**NEW YORK  
MEDICAL COLLEGE**  
A MEMBER OF THE TOURO COLLEGE  
AND UNIVERSITY SYSTEM

## Innovative programs and initiatives:

The SOM offers M.D. degrees and graduate medical education residency and fellowship programs, the GSBMS grants Ph.D. and M.S., the SHSP offers M.S., M.P.H., Dr. P.H., D.P.T. degrees as well as certificate programs, TouroCDM confers D.D.S degrees and the nursing program is a R.N. to B.S. degree program.

The Master of Science in clinical laboratory sciences program in the GSBMS trains professionals to work in medical or industrial/pharmaceutical laboratories and prepares them for New York State licensure exam. The Biomedical Science and Management (BSM) Program in the GSBMS combines the advanced training of a master of science degree with professional skills courses and an internship experience to develop scientists with business acumen for a successful professional career in academia or industry. The BSM Program is part of the Professional Science Master’s (PSM) initiative designed to provide workforce-oriented master’s degrees in the fields of science and mathematics. The Public Health Program in the SHSP offers M.P.H. degrees in environmental health science, health policy and management, behavioral sciences and health promotion and epidemiology and a M.S. in biostatistics. Classes are scheduled in the evening to accommodate working students and are available online. The Center for Disaster Medicine in the SHSP conducts interdisciplinary research, training, technical assistance, and educational activities related to emergency preparedness for disasters, terrorism and public health emergencies.

## SERVICES FOR EMPLOYERS:

The COMPASS (Counseling on Medical Professions and Student Success) Program is a comprehensive and flexible career counseling program to foster a sense of discovery, guide informed career and research decision-making, support residency placements, and develop competencies in self-knowledge that ultimately lead to long-term personal and professional success for students in the SOM.

<https://www.nymc.edu/school-of-medicine-som/advising-and-mentorship/career-planning/>

## KEY CONTACT:

**Jennifer Riekert, M.B.A.**  
*Vice President, Communications  
and Strategic Initiatives*  
[jennifer\\_riekert@nymc.edu](mailto:jennifer_riekert@nymc.edu)  
914-594-4536  
40 Sunshine Cottage Road  
Valhalla, NY 10595

## WEBSITE:

[www.nymc.edu](http://www.nymc.edu)



## Overview:

At the core of a Pace education is a strong foundation in the liberal arts and sciences with an emphasis on the combination of theory and practice.

Explore our complete list of more than 100 undergraduate majors and minors and 75 graduate programs at [www.pace.edu](http://www.pace.edu).

# student success



Founded as a one-room accounting school in 1906, Pace has grown to three campuses in New York City and Westchester County, New York, and enrolls more than 13,000 students in bachelor's, master's, and doctoral programs in more than 150 majors and programs. Its six schools and colleges—the College of Health Professions, Dyson College of Arts and Sciences, Elisabeth Haub School of Law, Lubin School of Business, School of Education, and Seidenberg School of Computer Science and Information Systems—offer a variety of courses in business, health care, computer science, humanities, education, science, law, the arts, and more.

## Innovative Programs and Initiatives:

The Pace Path is our innovative program for student success. By combining Pace's strong academics with internships, clinical placements, student teaching experiences, research opportunities, and other resume-building experiences, the Pace Path helps our students to become the best version of themselves.

To learn more: [www.pace.edu/pace-path/what-is-the-pace-path](http://www.pace.edu/pace-path/what-is-the-pace-path).

Pace Career Services is committed to helping every student find a great job and build the foundation of a successful career -- no matter who they are, what they're majoring in, or who they know. We pride ourselves on being high-touch, high-tech, providing service to our students and employer partners. Contact us to learn more!

### SERVICES FOR EMPLOYERS:

**Post a Job or Internship** – It's easy to post an internship or entry level job at Pace (and it's free!)

**On-Campus Interviews** – In one day on campus, you will get to interview a pool of candidates you preselected.

**Employer Spotlights** – A dedicated hour to share your unique brand story with Pace students.

**Employer Road Trips** – We bring our students to you to learn about your brand and opportunities.

**Employer Tabling** – Set up outside high traffic student areas on campus to meet our students.

**Career Fairs** – Join us to gain access to a diverse selection of bachelor and master level students.

**Pace's Affinity Groups** – Achieve your company's diversity and inclusion goals by recruiting at Pace.

**Pace Athletes** – Hiring Pace athletes is a great call! All of Pace's athletes are on our Pleasantville campus.

**Pace Veterans** – Veterans have the skills your organization needs.

### KEY CONTACT:

**Phyllis Mooney**  
*Executive Director*

212-346-1950 | [pmooney@pace.edu](mailto:pmooney@pace.edu)  
41 Park Row, New York, NY 10038

### CAREER SERVICES CONTACT:

**Paula King**  
*Director, Career Services*

914-773-3415 | [pkking@pace.edu](mailto:pkking@pace.edu)  
861 Bedford Road, Pleasantville, NY 10570

### WEBSITE:

[www.pace.edu](http://www.pace.edu)



## Overview:

The Career Development Center engages employers and the community to develop opportunities for professional preparation through inclusive and progressive career-related services, programs, and events.

# progressive services



## Innovative Programs and Initiatives:

The Purchase Career Development Center's annual Job & Internship Fair is at the Purchase Performing Arts Center. The Career Center also hosts smaller events to connect students to employers including networking events, mini fairs and other events where we value employer participation: Arts and Culture Career Day, Volunteer Mini Fair, Edible Etiquette/Professional Networking, What Do Employers Want and Mock Interview Day.

Continuing Education at Purchase College ([www.purchase.edu/professionalcertificates](http://www.purchase.edu/professionalcertificates)) offers professional certificate programs in interior design, collecting fine arts, appraisal studies (summer only/personal property appraising) in partnership with the American Society of Appraisers (ASA), and home staging in partnership with Certified Staging Professionals® (CSP®). Many more certificate programs are offered online through partnerships with American Management Association (AMA), Ed2Go, Learning Resources Network (LERN), MindEdge, and The Center for Legal Studies in areas such as business, project management, healthcare (medical billing and coding), nonprofit management, paralegal training, computer programming, and much more.

### SERVICES FOR EMPLOYERS:

Posting for free on Purchase JobScore  
Job & internship fair  
Information tables  
Information sessions  
Special presentations on career topics  
Participation in special programs  
On campus interviewing

<https://www.purchase.edu/offices/career-development/for-employers/>

### KEY CONTACT:

**Kelly Jackson**  
Director, Continuing Education  
[conted@purchase.edu](mailto:conted@purchase.edu)  
914-251-6500  
735 Anderson Hill Road  
Purchase, NY 10577

### CAREER SERVICES CONTACT:

**Wendy Morosoff**  
Director  
[wendy.morosoff@purchase.edu](mailto:wendy.morosoff@purchase.edu)  
914-251-6370  
735 Anderson Hill Road  
Purchase, NY 10577

### WEBSITE:

[www.purchase.edu](http://www.purchase.edu)



## Overview:

St. Thomas Aquinas College (STAC) offers more than 100 majors, minors and specializations in the School of Arts and Sciences, the School of Business and the School of Education. Through the support of our dedicated faculty and administration, and our career development services, our graduates join the ranks of our successful alumni, pursuing masters and doctoral degrees, as well as embarking on challenging and rewarding careers.

# dedicated faculty



You'll find St. Thomas Aquinas College alumni at Fortune 500 companies, in the region's top medical facilities, teaching tomorrow's leaders in classrooms, or working in federal agencies, professional sport organizations, and many other professions.

## Services for Employers:

The Office of Career Development enjoys working with representatives from all employment sectors—private, public, education, and non-profit—who recruit on campus for internships, part-time and full-time job opportunities. We offer a full range of services to advance the recruiting relationship between employers and students. Some of our services include a resume referral program, employer information sessions, career fairs, and on-campus interviewing and recruiting. We look forward to speaking with you about ways that we can help you meet your recruiting goals.

Spartan Jobs is a one-stop resource for job postings within the STAC student and alumni network. Login to list employment and/or internship opportunities. STAC students and alumni can access these opportunities and apply to your organization directly.

### CAREER SERVICES CONTACT:

**Maureen Mulhern**  
*Director*  
mmulhern@stac.edu  
845-398-4067

### WEBSITE:

[www.stac.edu](http://www.stac.edu)



# workplace advancement



## Overview:

Westchester Community College (State University of New York) offers more than 60 associate and certificate programs preparing individuals to enter or advance in the workplace and transfer to earn bachelor's and advanced degrees. In addition, the college offers workforce training leading to industry recognized credentials and licensures. The Division of Workforce Development and Community Education also delivers customized training for businesses and English as a Second Language. The college is located in Valhalla, NY, with extension centers throughout the county in Peekskill, Ossining, Mount Vernon and Yonkers. The newest location is the White Plains Education and Training Center, opening in Spring 2020.

## Innovative Programs and Initiatives:

The Professional Development Center at WCC offers corporate training, employee development training, and a certification center for assessments of industry recognized credentials. Training and education includes: Frontline employee development, leadership development, business process improvement, customer experience, information technology, healthcare, advanced manufacturing, safety and corporate compliance, english as a second language in the workplace. Contact [PDC@sunywcc.edu](mailto:PDC@sunywcc.edu) or call 914-606-6598. <https://www.sunywcc.edu/continuing-ed/pdc/>

### SERVICES FOR EMPLOYERS:

**Job boards**

**Career and job fairs**

**Specialized outreach customized for employers needs**

[www.sunywcc.edu/career](http://www.sunywcc.edu/career):

Westchester Community College

Career Services Website

### KEY CONTACT:

**Teresita Wisell**

*Vice President, Workforce Development*

[tere.wisell@sunywcc.edu](mailto:tere.wisell@sunywcc.edu)

914-606-6585

Westchester Community College

75 Grasslands Road

Valhalla, NY 10605

### CAREER SERVICES:

**Gelaine Williams**

*Coordinator, Career Services  
Center for Academic Counseling  
and Student Success*

[gelaine.williams@sunywcc.edu](mailto:gelaine.williams@sunywcc.edu)

914-606-6727

Westchester Community College

75 Grasslands Road

Valhalla, NY 10605

### WEBSITE:

[www.sunywcc.edu](http://www.sunywcc.edu)





## Child Care

The Child Care Council of Westchester is a 501(c)(3) not-for-profit organization that champions the healthy development of children, families and our community by promoting quality early care and education.

### PRIMARY SERVICES:

- Serve as a one-stop shop for child care resources, referrals and information for parents and employers
- Help child care providers implement quality improvement strategies, give the best possible care, grow their businesses, and meet their legal obligations
- Advocate for policies and resources that improve the quality, affordability and accessibility of care

### EMPLOYER SERVICES FOR EMPLOYEES:

Working parents can contact the Council directly via phone or email, or the Council can speak to a group of employees at an employer's location.

- Assistance finding quality, reliable child care
- Help solving child care issues or challenges
- Access to financial resources to assist with paying for child care

### SPECIALIZED SERVICES FOR EMPLOYEES:

*Lunchtime seminars for working parent employees, on topics like:*

- Defining and finding quality child care in Westchester
- Child brain development and growth
- Parenting issues, including discipline, and sleep and toilet training

*Personalized child care searches, including:*

- Researching openings for child(ren) in specific child care programs
- Obtaining copies of complaint history of child care programs parents are interested in
- Working Parent Surveys to help you discover what your employees' needs and challenges are related to child care

### OFFICE AND CONTACT INFORMATION:

313 Central Park Ave., Scarsdale, NY 10583

(914) 761-3456 x139 for Nicole Masucci, Director of Family & Employer Services

**EMAIL:** NicoleM@cccwny.org

**WEBSITE:** [www.childcarewestchester.org](http://www.childcarewestchester.org)

## Housing Services

The Housing Action Council (HAC) is a regional not-for-profit organization dedicated to expanding housing opportunities for low- and moderate-income households throughout Westchester, Rockland, Putnam, and New York counties and other parts of the Hudson Valley Region. HAC provides technical assistance through its Housing Development Center to community-based organizations and inexperienced and small developers to develop affordable housing. In addition, it provides comprehensive home ownership and home improvement counseling.

### SERVICES AND PROGRAMS FOR EMPLOYEES:

HAC provides counseling for households looking to purchase their first home, including an overview of what to expect in the home buying process. Information about the home buying process, including the roles of an engineer, attorney, and realtor are covered. Customers get help in analyzing their credit history and what to do to improve their credit score. Consumers are encouraged to come in for counseling for many months or in some cases years before applying for a mortgage.

HAC's homebuyer counseling program directly operates and refers clients to sources of down payment and closing cost assistance. Sources of down payment assistance may include the First Home Club in which there is a three-to-one match of the customer's savings of up to \$7,500.

### OFFICE AND CONTACT INFORMATION:

55 South Broadway (2nd floor), Tarrytown, NY 10591

(914) 332-4144

**EMAIL:** [hac@affordablehomes.org](mailto:hac@affordablehomes.org)

**WEBSITE:** <https://www.housingactioncouncil.org>

### HOURS:

By appointment: Monday - Friday, 9:00am - 5:00pm

Limited evening hours by special appointment



## Transportation

The Bee-Line is Westchester County's bus system and provides convenient service connecting residents to jobs, school, recreation, shopping and other regional transportation services. Many Westchester County residences and workplaces are within walking distance to a Bee-Line bus route, making the bus both close and convenient. Riding public transit is a great travel choice. It helps our environment by reducing air pollution and traffic congestion. Transit fares are competitive with the out-of-pocket costs of driving, especially if an employee would otherwise have to pay for parking. For those with special needs, the County offers ParaTransit transportation. Under the Americans with Disabilities Act (ADA), disability alone does not qualify a person to ride the ParaTransit system. A person must be functionally unable to use the fixed-route regular Bee-Line service.

**WEBSITE:** <https://transportation.westchestergov.com/>

## Benefits for Working Families

The New York State Office of Temporary and Disability Assistance created myBenefits.ny.gov, a tool that allows any New Yorker to go online and find out if he or she qualifies for work support benefits and other programs designed to help low-income working families and individuals make ends meet. Benefits include food, heating, childcare, healthcare and tax credit information and assistance.

**WEBSITE:** <https://www.mybenefits.ny.gov/mybenefits/begin>

## Volunteer Opportunities

Volunteer New York!'s core mission is to inspire, mobilize, and equip individuals and groups to take positive action to address pressing challenges, support nonprofits and strengthen the quality of life in our community.

They encourage adults to serve, youth to build character, families to bond, young professionals to lead, mature adults to share their wisdom and businesses to support our community.

**WEBSITE:** <https://www.volunteernewyork.org/>

## Emergency Assistance

The United Way of the Hudson Valley operates phone support at 2-1-1 to help individuals and families seeking services connect to community-based organizations and government agencies. Dialing 2-1-1 provides callers with information about, and referrals to, health and human services for everyday needs, and in times of crisis.

### SERVICES INCLUDE:

- Basic Human Needs: food, clothing, shelter, rent assistance, utility assistance, financial assistance
- Physical and Mental Health Challenges: health insurance programs, Medicaid and Medicare, crisis intervention services, support groups, counseling, drug and alcohol intervention and rehabilitation
- Employment Issues: job training, job placement, transportation assistance, educational opportunities.
- Challenges Facing Older Adults and People with Disabilities: adult day care, congregate meals, Meals on Wheels, respite care, home health care, transportation, homemaker services
- Needs of Children, Youth and Families: child care, after school programs, Head Start, family resource centers, summer camps and recreation programs, mentoring, tutoring, protective services, legal services, counseling

**WEBSITE:** <http://www.hudson211.org/cms/>

## New York State Employer Resources

The mission of Empire State Development (ESD) is to promote a vigorous and growing state economy, encourage business investment and job creation, and support diverse, prosperous local economies across New York State through the efficient use of loans, grants, tax credits, real estate development, marketing and other forms of assistance.

**WEBSITE:** <https://esd.ny.gov/>

## Nonprofit Resources

Nonprofit Westchester (NPW) was launched in 2012 and represents more than 160 501(c)(3) nonprofit organizations in the county under a cooperative mission to strengthen the impact, capacity and visibility of the nonprofit sector for a more just and caring community.

**WEBSITE:** <https://www.npwestchester.org/>



AN ELECTRONIC COPY OF  
THE GUIDE IS AVAILABLE AT

[www.westchester.org/employerguide](http://www.westchester.org/employerguide)

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Westchester County Association  
*Driving Smart Growth*

1133 WESTCHESTER AVENUE, SUITE S-217  
WHITE PLAINS, NEW YORK 10604  
[WWW.WESTCHESTER.ORG](http://WWW.WESTCHESTER.ORG)

