

Network to Work Meeting

Participant Agenda - July 2022 – 90 minutes

Topic: Finding the Confidence to Achieve Professional Success

- **To join by Computer via a direct link on your Computer or other device:**
Meeting Link: <https://zoom.us/j/91338317857?pwd=REcvK2xVNHBjQXNHbHp1M2duSU0Zz09>
Meeting ID: 913 3831 7857 **Passcode:** 902219

- **To join via the Zoom website:**
Go to www.zoom.us; click on “Join a Meeting”; enter the Meeting ID and Passcode
Meeting ID: 913 3831 7857 **Passcode:** 902219

- **To join by Telephone:**
Telephone call-in number: 1-646-876-9923 **Access code:** 902219
(This Zoom number is the best choice if you need to access by telephone.)

Toll-Free telephone call-in number: 1-844-801-6666; Access code: 758393

USE ONLY IF YOU DO NOT HAVE AN UNLIMITED LONG DISTANCE CALLING PHONE PLAN.
(This isn't connected to Zoom so the sound quality is poor and it is very difficult to unmute to share thoughts and questions.)

Meeting schedule:

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| • Connecticut – | Thursday, July 14 th | 1:00 p.m. |
| • New York – Capital, Central 2, NC 1 - | Tuesday, July 26 th | 1:00 p.m. |
| • New York - South Central, Central 1, NC 2 & 3- | Thursday, July 21 st | 9:00 a.m. |
| • New York - Western and Rochester - | Wednesday, July 27 th | 9:00 a.m. |
| • Maine – | Wednesday, July 20 th | 1:00 p.m. |
| • Pennsylvania – | Wednesday, July 20 th | 9:00 a.m. |
| • Vermont & NY North Country 4 – | Wednesday, July 13 th | 1:00 p.m. |

AGENDA TOPICS

1. Welcome and Opening Remarks **5 min.**

2. Comments from A4TD Field Staff and Participant Sharing **10 min.**

NOTES: _____

3. Workplace Safety Video – *Inspect Workplace: Prevent Accidents* **5 min.**

NOTES: _____

4. A4TD Housekeeping Items **10 min.**



- **This monthly Network to Work meeting is required as part of your training** unless an emergency situation arises or you are ill. These meetings help build your job search and professional skills, giving you the tools to conduct an effective job search. Notify your A4TD staff person before the meeting if you are unable to attend.

- **The A4TD Grievance procedure is as follows.** The goal is to resolve complaints at the lowest possible level. Please see your Participant Orientation Handbook for more information.
 - Level 1: Discussion with supervisor (CMPA or Coordinator / Director)
 - Level 2: If unresolved at level one, written complaint to A4TD Program Management.
 - Level 3: If unresolved at level two, written complaint to Senior Management.
 - Complaints to be filed within 10 days of incident or grievance decision.
 - Full details in Participant Handbook (available on A4TD website).

- **These activities are prohibited at your training site.** Please inform local staff if you feel your rights are being violated.
 - The unlawful use, distribution, possession, manufacture, or being under the influence of drugs or alcohol.
 - Harassment (verbal or physical conduct) on the basis of any protected characteristic that creates an intimidating, hostile or offensive work environment.
 - Lobbying or engaging in partisan or nonpartisan political activity.

- **When should you begin looking for a job?**
 - We recommend you begin as soon as you enter the program.
 - We require that you begin once you are considered “job ready”, having achieved proficiency in 75% of the tasks and abilities spelled out in your Individual Employment Plan.

- **What additional training should you participate in beyond your host agency?**
 - Computer Training
 - Job Readiness workshops at your local CareerCenter, Department of Labor, One Stop, or CNY Works office.
 - Occupation-specific skills or credential training as identified by A4TD staff.

Please talk with your local A4TD staff person to identify courses relevant to your job goal.

- **Don't forget we are enrolling, so spread the word about SCSEP** to people you know.
Anyone who wants to know more about SCSEP can view an online recording of one of our orientation sessions. Here is the link: https://youtu.be/Qqb_-AYqZAO

- **The August Network to Work meeting date is _____.**

	5 MINUTE STRETCH BREAK	5 min.
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5. Job Readiness Topic – *Finding the Confidence to Achieve Professional Success*
25 min.

- See Resource Document
- Q & A and Discussion

NOTES: _____
