



**Division of Criminal
Justice Services**

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Deputy Commissioner and Director

**TO: All Probation Directors and Commissioners
ATI Program Directors
CRTF Co-Chairs and Coordinators**

**FROM: Robert M. Maccarone, Deputy Commissioner and *RMM*
Director, Probation and Correctional Alternatives**

DATE: August 24, 2016

**RE: NIC Offender Workforce Development Specialist Program
“Ready, Set, Work!” Groups conducted in New York State**

New York State continues to achieve success in implementing the NIC Offender Workforce Development Specialists (OWDS) Program. The **“Ready, Set, Work!”** curriculum that has now been implemented throughout the state embraces the principles included in the OWDS Program. It assists individuals under community supervision develop the competencies to both *obtain and sustain* meaningful employment. Sustained employment is essential to helping individuals achieve self-sufficiency, reduce-reoffending, and become invested in the community.

Attached, please see the 2015 Report which provides detailed information for **“Ready, Set, Work!”** groups conducted by probation departments, community correction programs, residential stabilization centers and county re-entry task forces in New York State.

At present, there are more than 200 community correction practitioners trained as OWD Specialists in New York State. During 2015, 112 **“Ready, Set, Work!”** groups comprised of 1,103 individuals under supervision were conducted by OWDS trained specialists. Of the 1,103 individuals enrolled in the 20-hour curriculum, 639 or 58% completed the program; and 304 or 46% of the individuals completing the curriculum obtained employment within 90 days.

Earlier this month, DCJS announced the availability of **“Career University—Advancing to the Next Level”**—an employment, vocation and education readiness training designed for individuals under community supervision aged 16-24 years. **Career University** builds upon the resources available through the NYS Department of Labor web-based tools included in the interactive **CareerZONE**. Please see State Directors Memorandum #2016-9, dated August 15, 2016, for additional information on **Career University—Advancing to the Next Level**.

DCJS appreciates the timely submission of case specific attendance rosters submitted by OWD Specialists. This information provides DCJS with the ability to assess the need for

future training and evaluate the impact of employment on recidivism. Please continue to submit “**Ready, Set, Work!**” Rosters to dcjsrswdata@dcjs.ny.gov.

I want to take this opportunity to thank probation departments, community correction programs, residential stabilization centers, and county re-entry task forces for your continued commitment to supporting the OWDS—“**Ready, Set, Work!**”. You have invested substantial resources in staff training, secured sufficient space to support the curriculum, and demonstrated strong leadership in recognizing the value of sustained employment for individuals under supervision.

Please contact Community Correction Representative Frank F. Cangiano at (518) 485-5153 or via email at frank.cangiano@dcjs.ny.gov with any questions.