



Astor Services for Children & Families promotes the well-being of individuals and their families through a range of programs.

### **What is the Vocational Case Management (VCM) Program**

VCM supports Dutchess County youth between the ages of 18-26 who want to strengthen their job-readiness skills and enter the workforce.

Participants will learn how to effectively seek, secure, and retain employment. Youth will complete an interview and a Vocational Assessment with the Vocational Case Manager. The Vocational Case Manager can also serve as a mentor and liaison between the youth and the employer until the youth has successfully transitioned into the job. Positions can be part-time, full-time, paid, or volunteer.

### **Who can participate:**

Youth must be residents of Dutchess County and interested in learning skills to obtain a job. Youth must also have one of the following:

- Currently or previously in mental health treatment
- Be in foster care
- Classified 'emotionally disturbed' by the Committee on Special Education and transitioning from school to work
- Transitioning out of the Dutchess County Jail

### **What kinds of skills are taught?**

All aspects of finding and keeping a job including:

- Staying organized throughout the job search
- Networking
- Calling and meeting with employers
- Interviewing
- Budgeting
- Customer service
- Time management and being on time
- On-the-job expectations and asking for help
- Attire

### **Where do we meet?**

The meetings can be held virtually on the phone or through video conference. Meetings can also occur in the home or in the community. The first few meetings may also be held at Astor Services in Poughkeepsie.

### **How long is the program?**

The Vocational Case Manager will work with the youth until they are settled into their new job. There is no set length of time for the program.

For more information contact:

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