



**Operation Transformation Rochester**

**Employment & Youth Leadership Training  
Information & Registration**



Operation Transformation Rochester (OTR) serves city youth and adults by offering eight comprehensive programs geared toward education, vocation and employment.

# One Call Can **CHANGE YOUR LIFE.**

## Adult Employment Services

### **OTR Employment Readiness**

Open to adults ages 18 and up. The Employment Readiness program is a job skills curriculum designed to assist individuals currently seeking employment and/or to enhance their employability. The program connects job seekers to area employers, the City of Rochester, vocational opportunities, as well as specialized training programs geared towards middle-skilled jobs.

### **OTR Fresh Start Services**

Fresh Start assists men and women seeking to become self-sufficient, through referrals, placement, and follow up services. Participants are matched with staff and mentors for guidance and support to overcome barriers.



## Youth Development Services

### **OTR Summer of Opportunity Program**

SOOP is a summer employment placement and training program designed to connect high school youth with local employment opportunities and expose participants to the basic skills necessary for career success.

### **OTR Youth Employment Training**

Youth Employment Training prepares high school students for employment through an intensive 20 hour, job-readiness boot camp. Participants receive employment training and opportunities for subsidized, year round job placement, and graduate with a portfolio, resulting in increased employability. **(ages 14-20)**

### **OTR SOAR Youth Leadership Team**

SOAR Youth Leadership Team is comprised of teens from the community that meet weekly to receive leadership training, self-development tools and increase knowledge & awareness around sexual health. Team members gain knowledge, experience, and direction to aid in their personal development by facilitating teaching of the curriculum to other students, participating in speaking engagements at tabling events, and participating in College Tours and panel discussions.

### **OTR SOAR Education**

SOAR implements two NYS Evidence-Based education programs, "Making Proud Choices" and "Be Proud! Be Responsible!". The pro-

grams serve youth ages 11-13 and 13-18 respectively and provide a curriculum that helps to provide the knowledge, confidence, and skills necessary to reduce their risk of sexually transmitted disease (STDs), HIV and pregnancy by abstaining from sex or using condoms if they choose to have sex.

### **OTR T.H.R.I.V.E**

T.H.R.I.V.E stands for Teens Helping to Reinvent Identity, Values and Empowerment. The program is a service learning program that focuses on life skills, volunteering and issues related to the social and emotional health of adolescents. There are group youth-lead discussions about values, relationships, sexuality, communication skills, goal-setting and decision-making. Participants also complete at least twenty hours of community service projects and participate in work readiness activities. **(ages 11-19)**

### **OTR Dream BIG<sup>2</sup>**

Dream BIG<sup>2</sup> is a 15 week program that encompasses a holistic approach to leadership and charter development through the following enrichments: College Preparedness, Employment Training, Motivation, Civic Responsibility, Conflict Resolution, Youth Leadership, Finance, and Etiquette Training. **(ages 15-20)**





OTR programs work in tandem and are designed to be adaptable to an individual's skill level, background, and needs.

**OTR**

Create, Transform, Deliver.

**585-428-6342**

[www.cityofrochester.gov/otr](http://www.cityofrochester.gov/otr)

# OTR Registration Form

For Office Use Only

Attendance \_\_\_\_\_ %  
Date Received \_\_\_\_\_  
Staff Initials \_\_\_\_\_

**Instructions:** Applications should be submitted in person at **Bureau of Employment, Skills Training & Youth Services, Central Public Library, 115 South Avenue, Rochester, NY 14604**. If you have a resume or certifications please submit them at this time. Faxed applications will NOT be accepted. Program slots in OTR programs are limited and competitive. Not everyone that applies or participates in the intake process will be enrolled or hired. If you have any questions please call 585-428-6342.

## Personal Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
SEX: ☐ M ☐ F Birth Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ ARE YOU A U.S. CITIZEN? ☐ YES ☐ NO IF NO, INDICATE STATUS \_\_\_\_\_  
Email: \_\_\_\_\_ Phone #: (\_\_\_\_) \_\_\_\_\_ Parent Number #: \_\_\_\_\_  
(\_\_\_\_) \_\_\_\_\_  
Are you Hispanic? ☐ YES ☐ NO Ethnic Group: ☐ Caucasian (White) ☐ Black Or African American ☐ Asian  
☐ Native Hawaiian/pacific Islander ☐ Native American Or Alaskan Native  
Facebook Name \_\_\_\_\_ Twitter Handle \_\_\_\_\_  
How did you hear about OTR? \_\_\_\_\_

## Education

Are you currently enrolled in school? ☐ YES ☐ NO  
Highest level completed? ☐ Didn't Finish ☐ High School ☐ TASC ☐ Vocational ☐ College ☐ Advanced Degree

## Licenses/ Permits/ Certifications

**Do you have:**

Valid drivers license ☐ YES ☐ NO Exp. Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
Any infractions (violations) in the last 18 months? ☐ YES ☐ NO  
\* CPR certification ☐ YES ☐ NO Exp. Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
\* First aid certification ☐ YES ☐ NO Exp. Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
Other \_\_\_\_\_  
*\*please attach copies of these certifications*

## Program Selection

**Please indicate ( X ) your program choices below:**


☐ OTR Employment Readiness ☐ OTR DREAM BIG<sup>2</sup> Youth Leadership  
☐ OTR Fresh Start Services ☐ OTR THRIVE  
☐ OTR Youth Employment Training ☐ OTR SOAR Youth Leadership Team

## Program Needs

How can OTR help you? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Why Should You Be Selected for This Program? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Continues On Other Side >>>>>

**Believe.**

 City of Rochester, NY  
Lovely A. Warren, Mayor  
Rochester City Council

# OTR Registration Form

## Work and Volunteer Experience

Please list your most recent work and or volunteer experience in the table below. List additional jobs on a separate sheet or attach a resume if you have one.

Job Title	Employer Name	Start/End Dates	Describe Duties	Reason for Leaving
<input type="checkbox"/> Volunteer <input type="checkbox"/> Paid				
<input type="checkbox"/> Volunteer <input type="checkbox"/> Paid				
<input type="checkbox"/> Volunteer <input type="checkbox"/> Paid				

## Agreement

**Applicant:**

*I have answered truthfully. If I have given any false information, I understand that I may be terminated from the program. Additionally, I agree to allow my recorded image or voice to be used for program promotional materials, and understand that I will not be compensated should this occur. I understand that all applicants must participate in an intake process, which will include training, interview and an intake assessment to determine readiness for employment in the program. I must be dressed for an interview for all appointments and interactions with the program or job interview sites. If I move or my telephone number changes, it is my responsibility to let the program office know. I understand that OTR Employment Training is not a job placement agency. There is no guarantee of employment.*

X

Signature

Date

X

Parent or Guardian Signature (if applicant is under 18)

Date


**Before Turning in Your Application Be Sure:**

☐ This application is filled out in ink   ☐ This application is signed.

## Congratulations on taking the first step in transforming your life!

The next step is completing an assessment. You will be notified as to the date and time. The assessment may take up to one hour to complete and you must complete the assessment before you will be considered to participate in the program. If you have any questions please call (585) 428-6342.

**Believe.**

 City of Rochester, NY  
Lovely A. Warren, Mayor  
Rochester City Council





# It's Your Life. Take Control of Your Future!



Operation Transformation Rochester (OTR) is a new, comprehensive approach to help Rochester residents make connections and gain the skills they need to achieve sustainable, rewarding, employment.

Building upon successful programs such as Summer of Opportunity and PRIME, OTR expands the City's approach to helping youth and adults find and keep jobs by adding new programs that are designed to be adaptable to a wide range of skill levels, backgrounds, and needs. Whether you need help passing the TASC (GED) test, establishing an employment record, preparing for an interview or simply looking for the right job connection, OTR has something to offer.

If you are having a hard time keeping a job or are just entering the workforce, this is your chance to take action by calling 585-428-6342 to get the help you need. One phone call can change your life.

*Lovely A. Warren*

Mayor Lovely A. Warren