



**Community  
Action  
Organization**  
of WNY



# Embrace the Future with Education Employment & Training Services

The CAO Employment Agency Initiative (EAI) is designed to help individuals make a successful transition from unemployment to self-sufficient wage earner. We provide services to the job seeker and the employer – from career counseling to direct job placement. Our goal is to speed up the unemployed person's return to work through direct employment assistance – benefiting the worker and reducing the cost to the business community. To help accomplish this, we maintain and operate a job matching system for the employee and employer.

In Employment and Training we strive to help families as well as individuals improve the quality of their lives through programs and services that support their emotional and financial well-being.

## Job Development Program

The Community Action Organization of WNY, Inc. is a non-profit organization and our services to individuals and businesses in the community are FREE. We have community centers strategically placed throughout the city of Buffalo as well as Erie and Niagara Counties and we are committed to helping community members become self-sufficient and saving local businesses time and money.

If you have employment opportunities that are currently available or envision having positions open in the near future, the Employment and Training Division would like to partner with you.

## College Preparation

The College Prep Program for the Community Action Organization of WNY, Inc., focuses on mentoring and counseling underrepresented high school students. Through our programs and services, We also strive to provide their families with the necessary tools to enable them to reach their full academic potential. We have year round enrollment for students, families and ecumenical and community-based organizations to discuss how our College Prep Program can support Buffalo public high school students, in their pursuit of post-secondary education.

**Our programs and services include, but are not limited to:**

- Parental Guidance for FASFA
- FASFA Assistance
- College Application Assistance
- Scholarship, Grants and Tuition Assistance
- Career Exploration
- Summer Youth Employment
- High School and College Internships

**“It’s not what you achieve, it’s what you overcome. That’s what defines your career.”**

**-Carlton Fisk**

## Services to Employers

Our employer services are targeted toward retaining current jobs and helping to create new jobs. We assist Job Fairs, Customer Recruitments, Human Resource Services, Job Service Workshops and businesses with their hiring and recruiting needs. We also assess each applicant before referral to an employer.

## Our Partners

To help achieve our goal of full employment, we have developed and maintained partnerships with numerous local service agencies, employment resources, and employers. Our partners include, but are not limited to: M&T Bank, Home Depot, and U.S. Security Associates.



**TAKE ACTION.**

**716.881.5150 | [caowny.org](http://caowny.org)**