

**Manhattanville in West Harlem
Implementation Plan Report
October 15, 2013 Submission**

Final Declaration Reference and Key Data

Section Number: 5.07 (c)(xxv)(A)
Page Number: 58

Obligation Trigger: Acquisition by ESD or CU of all Initial
Stage 1 Condemnation Parcel(s)
Obligation Start Date: March 12, 2012
Obligation End Date: March 12, 2037 (25 Years from
Commencement of the Center's Full Operation)
Status: In Compliance

Obligation

The Columbia Employment Information Center (CEIC) will provide access to Columbia's job listings with detailed descriptions of job qualifications, including a regularly updated information hotline to provide callers with information relating to Columbia's employment opportunities and continuing counsel and assistance to local residents seeking employment with Columbia. (1 of 6 services provided by the Center identified in Declaration item number 5.07 (c)(xxv).)

Process

- As of 2012, Columbia established a job hotline at the Columbia Employment Information Center (CEIC) as part of the Interactive Voice Response (IVR) system, which shall continue as part of the Center.
- Columbia University operates the Center as a "central" community based resource for local residents to apply for open positions and utilize the Jobs at Columbia (JAC) system - the central repository for all open positions at Columbia University. The Center provides a wide range of services to the local community including in-person and online job readiness training programs, one-on-one job search counseling and assistance, and access to online job opportunities at Columbia University. Computer stations with web-based cameras and staff are available at the Center to assist visitors in their online job search. Information is available on the CEIC's webpage: <http://community-jobs.columbia.edu>.

External Communications

Please see Annual Community Outreach and Communications Plan for upcoming year.

Evidence of Compliance

1. Link to website for CEIC job listings
2. CEIC Hotline phone number (212-851-1551)

Monitor Notes

Columbia Employment Information Center (CEIC)

Link to website for CEIC job listings:


<https://jobs.columbia.edu/applicants/jsp/shared/frameset/Frameset.jsp?time=1335193183562>

CU Home

CU Human Resources

CU MC Human Resources

Job Opportunities



COLUMBIA UNIVERSITY
IN THE CITY OF NEW YORK

Human Resources
Employment Opportunities

HOME

SEARCH OPEN POSITIONS

CREATE MASTER APPLICATION

LOGIN

• HOW TO APPLY

Welcome, and thanks for your interest in a career with
Columbia University!

Please see the menu on the left for links to key information.

New Users

- To search for administrative and staff positions, click the [Search Open Positions](#) link at left. For academic and research officer positions, please visit [RAPS at Columbia](#) or [HERC](#).
- To apply for a job, click the [Create Master Application](#) link at left, then follow the directions.
- Do not create more than one master application. The system will allow you to apply to multiple positions from the same master application.

Returning Users

- Click [Login](#), and enter your username and password
- This enables you to:
 - Edit and/or update your existing master application.
 - Apply to new jobs without re-entering your master application information.
 - Review the status of positions you have applied to.

Equal Opportunity Employment

Columbia University is an [Equal Opportunity and Affirmative Action employer](#). It is committed to a workforce of faculty and staff that reflects the diversity and talent of New York City, the larger metropolitan area, and the nation. It is also committed to a working and learning environment supportive of its faculty and staff in their pursuit of productive and fulfilling professional and personal lives.

Local Hiring

Columbia University is committed to the hiring of qualified local residents.

Disability Accommodations

Columbia University provides reasonable accommodations to qualified individuals with disabilities who can perform the essential functions of the position. If you need a reasonable accommodation for any part of the application and hiring process, please notify: Manager of Return to Work Program, Office of Human Resources at hrcdisability@columbia.edu. Decisions on granting reasonable accommodation will be made on a case-by-case basis.

NCAA Statement

As a member of the National Collegiate Athletic Association (NCAA) and the Council of Ivy Group Presidents (Ivy League), it is imperative that members of the Columbia University community, in all matters related to the intercollegiate athletics program, exhibit the highest professional standards and ethical behavior with regard to adherence to NCAA, Conference, University, and Department of Intercollegiate Athletics and Physical Education rules and regulations.

CLERY ACT NOTIFICATION OF AVAILABILITY OF ANNUAL SECURITY REPORT TO PROSPECTIVE EMPLOYEES AND STUDENTS

Columbia University prepares an annual security report which is available to all current and prospective employees and students. The report includes statistics for the three previous years concerning reported crimes that occurred on campus, in certain off campus buildings or property owned or controlled by Columbia University, and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies

COLUMBIA EMPLOYMENT INFORMATION CENTER

WORKING AT COLUMBIA

With approximately 14,000 full-time employees, Columbia University is one of the largest employers in New York City. We are committed to attracting, developing, and retaining a highly qualified workforce to support our mission of excellence in education, research, and patient care. Employees come from all five boroughs and beyond, and almost 30 percent live right here in the neighborhoods of upper Manhattan.

We especially encourage our neighbors in West Harlem and throughout the city to apply for jobs at the University.

Each year, Columbia hires hundreds of non-academic employees. We offer a wide range of employment opportunities, including not only academic and research positions, but also opportunities in such diverse fields as construction, catering, finance, strategic planning, communications, library work, security, healthcare management, and a wealth of other administrative areas.

THE EMPLOYMENT INFORMATION CENTER—WE'RE HERE TO HELP

Since 2004, the Employment Information Center has operated in West Harlem as a source of information and a critical access point to make job applications more accessible to the local community. The Center also provides enhanced training programs and job-search counseling services designed to strengthen not only the individual applicant, but also the community.

Upon entering the Center, you will be greeted by our friendly staff, who will orient you to our resources. We have sought to create a pleasant environment in which to learn about job opportunities at the University, as well as the training programs and job-search counseling services we offer directly.

LIVE AND ONLINE JOB-READINESS TRAINING PROGRAMS

As part of Columbia's ongoing commitment to assist local residents in obtaining employment at the University, as well as elsewhere in the community, the Employment Information Center is pleased to provide a series of in-person workshops and online training programs.

LIVE TRAINING WORKSHOPS

Our in-person workshops are focused on preparing job seekers. Participants receive both detailed materials about the topics presented and hands-on practice sessions with members of our team.

Topics include:

- résumé and cover letter development
- job search strategies
- interview skills
- dressing for success on an interview

ONLINE TRAINING PROGRAMS

We are also pleased to offer a series of online training programs in English and Spanish. These programs are designed to assist participants with their job readiness skills and overall career development.

Online training topics include:

- communication skills
- leadership
- business skills
- administrative professional skills
- personal development skills
- project management foundations
- participating in teams
- desktop software
- sales and customer service

PLAN A VISIT

You can learn more about us at www.community-jobs.columbia.edu.

We invite you to visit the Employment Information Center and learn more about the opportunities at Columbia University.

The Center is open Monday through Friday, 9 a.m. to 5 p.m., and is conveniently located at 3180 Broadway, just south of 125th Street. Although walk-ins are welcome, we also welcome you to call **212-851-1551** and make an appointment or e-mail communityjobs@columbia.edu.

The Employment Information Center is easily accessible by public transportation: take the #1 subway line or the M4 or M104 bus to 125th Street, just steps from the Center.



COLUMBIA EMPLOYMENT INFORMATION CENTER

TRABAJAR EN COLUMBIA

Con aproximadamente 14,000 mil empleados de tiempo completo, la Universidad Columbia es una de las más grandes compañías empleadoras en la ciudad de Nueva York. Estamos comprometidos a atraer, desarrollar y retener a una altamente calificada fuerza de trabajo para apoyar nuestra misión de excelencia en la educación, la investigación y el cuidado a los pacientes. Nuestros empleados provienen de los cinco condados y de otros lugares, casi el 30 por ciento vive aquí en los vecindarios del Alto Manhattan.

Especialmente invitamos a nuestros vecinos del Oeste de Harlem y de toda la ciudad a solicitar trabajo en la Universidad.

Cada año Columbia contrata a cientos de empleados no académicos. Ofrecemos un amplio rango de oportunidades de empleos académicos y en la investigación, pero también ofrecemos oportunidades en campos como la construcción, servicio de comida, finanzas, planeación estratégica, comunicaciones, trabajo bibliotecario, seguridad, administración de la salud, y muchas otras posiciones en áreas administrativas.

El Centro de Información de Empleo. Estamos aquí para ayudar.

Desde el 2004 el Centro de Información de Empleo, ha funcionado en el Oeste de Harlem como un centro de información y punto de acceso crítico para que las solicitudes de empleo sean accesibles a la comunidad local.

El Centro también provee amplios programas y consejería para la busca de empleo, con servicios diseñados no solamente ayudar al solicitante sino a toda la comunidad.

Una vez que usted entre al Centro será recibido por nuestro personal quien le orientará sobre nuestros servicios. Hemos buscado crear un ambiente agradable en el cual pueda conocer las oportunidades de empleo que ofrece la Universidad, así como los programas de entrenamiento y los servicios de consejería para buscar empleo que ofrecemos.

Programas de entrenamientos en persona y en el Internet.

Como parte del compromiso de Columbia para asistir a los residentes locales para conseguir un empleo en la Universidad, o en cualquier otro lugar el Centro de Información de Empleo ofrece una serie de talleres de entrenamiento persona a persona y en el Internet.

TALLERES EN PERSONA

Nuestros talleres en persona se enfocan en preparar a los solicitantes de empleo. Los participantes reciben materiales con información detallada sobre los tópicos presentados en las sesiones con nuestro personal.

Tópicos incluidos:

- | | |
|----------------------------------|--------------------------------------------------|
| ▶ Resumé y carta de presentación | ▶ Estrategias para la búsqueda de trabajo |
| ▶ Preparación de la entrevista | ▶ Vistiéndose bien para la entrevista de trabajo |

PROGRAMAS EN LÍNEA

También ofrecemos una serie de programas de entrenamiento en inglés y español en el Internet. Estos programas están designados para ayudar a los participantes a desarrollar sus habilidades para el trabajo y para el desarrollo de una carrera.

Los tópicos de los entrenamientos en línea incluyen:

- | | |
|----------------------------------------|-------------------------------------------|
| ▶ Habilidades de comunicación | ▶ Liderazgo |
| ▶ Habilidades de negocios | ▶ Desarrollo de habilidades profesionales |
| ▶ Desarrollo de habilidades personales | ▶ Desarrollo de proyectos |
| ▶ Trabajo en equipo. | ▶ Desarrollo de software |
| ▶ Ventas y atención al cliente | |

PLANEE UNA VISITA

Puede aprender más sobre nosotros en www.communityjobs.columbia.edu.

Le invitamos a visitar el Centro de Información de Empleo y a conocer más sobre las oportunidades de trabajo en la Universidad de Columbia.

El Centro está abierto de lunes a viernes de 9:00 a.m. a 5:00 p.m., y está localizado en 3180 Broadway y la calle 125. Aunque puede visitarlo sin previa cita, le invitamos a que se comunique al **212 851-1551** para hacer una cita.

Visítenos:

Centro de Información de Empleo

3180 Broadway

212 851-1551

community-jobs@columbia.edu

Lunes a viernes de 9:00 a.m. a 5 p.m.

El Centro de Información de Empleo es fácilmente accesible usando transporte público: tome la línea 1 del subway o los autobuses M4 o M104 a la calle 125.

HARLEM'S HEAVEN HATS ON THE RUNWAY FOR FASHION WEEK



Center - Evetta Petty, Owner Harlem's Heaven

Harlem designer Evetta Petty of Harlem's Heaven Hats showed her Spring/Summer 2013 Hat collection on September 16, 2012. Harlem's Heaven's show was a part of New York City Fashion Week that showcased National and International artists and designers.

The Harlem's Heaven line of hats is focused on architectural shapes, oversized flower blossoms and fanciful

silhouettes. The ongoing theme was "Whimsical Headwear" showcasing the excitement and allure of hats. The show took place at Dance sport in New York City to a packed house of well appointed fashionistas.

Harlem's Heaven is located at 2538 Adam Clayton Powell, Jr. Blvd (at W 147th Street). For more info call (212)491-7706 or visit online at www.HarlemsHeaven.com

HUE-MAN FEATURES HIP HOP ARTIST T.I. BOOK SIGNING AT CHOCOLAT RESTUARANT

By Peter Cooper/ photojournalist



Marva Allen, Hue-Man; T.I.; Leon Ellis, Chocolat



T.I. shares a moment with a life long fan

Hip Hop recording artist T.I. touched down in Harlem on September 19th for a book signing of his latest book entitled "Trouble & Triumph: A Novel of Power & Beauty." The signing was coordinated by Hue-Man Bookstore as part of their pop up series and held at Chocolat Restaurant, located at 2217 Frederick Douglass Boulevard.

"Trouble & Triumph: A Novel of Power & Beauty" is the sequel to T.I.'s "Power & Beauty: A Love Story of Life on the Streets." The novel is a collaboration with David Ritz and continues where the first epic left off, intertwining power struggles on the rise to chasing dreams.

Hue-Man shut it's doors of it's physical location on July 31st but has been busy with a pop up series of events throughout the Harlem area and beyond. "We are partnering with a lot of the

Harlem businesses to see if we can use some of our brand equity to help drive business to them," expressed Hue-Man owner, Marva Allen.

Chocolat owner, Leon Ellis commented, "It is really important for the community that establishments like this and Hue-Man bookstore partner together to make things like this happen."

The majority of the crowd was of a younger generation and as Ellis eloquently expressed, "Reading is probably one of the most important things for a student to learn in school, you have to read in order to learn, there is no way around it. So I think this is a good example of somebody reading and putting that knowledge to practical and commercial use."

Stay up to date with Hue-Man Bookstore at www.HueManBookstore.com

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