

**Allied Health Career Pipeline Program**  
**Proposal Application for Workshop Presenters**

With a Health Profession Opportunity Grant (HPOG) from the US Department of Health and Human Services' Administration for Children and Families, Eugenio Maria de Hostos Community College's Department of Continuing Education and Professional Studies operates an enhanced allied health training and internship program. The Hostos Allied Health Career Pipeline Program trains public assistance recipients and other low-income individuals to become Community Health Workers, Patient Care Technicians (PCTs), Pharmacy Technicians, and New York State Certified Nursing Assistants (CNAs) as well as health-career contextualized GED exam preparation for persons who do not have a high school diploma or its equivalent.

The Pipeline Program provides participants with life skills and career services workshops in addition to supportive services that include case management, examination preparation courses, tutoring, enhanced career-focused internships, job placement assistance, and retention support.

Courses usually convene 9am-5pm, and are held at one of the following campuses: Hostos' main campus, CUNY on the Concourse, or CUNY in the Heights. We are looking for workshops that cover topic areas such as:

- **Career Services:** Workshops in one of the following three categories: Job Search Strategies; Job Readiness Techniques; Job Retention Skills
  - Career/Job Exploration; Employer and Employee Expectations; Goal Setting; Interview Skills (interview tips, dressing appropriately, mock interviews); Skills Assessment and Inventory; Social Networking (email addresses, voicemail); Telephone Approaches (telephone scripting, mock telephone calls)
- **Life Skills:** Budgeting and Financial Literacy; Time Management
- **Other Areas:** Attitudes, Behaviors, and Other Barriers to Employment; Effective Communication Skills; Presentation Skills

Please note that **no honoraria** will be provided for workshop presenters.

We hope that you will take this exciting opportunity to share your best practices with low-income populations. Please complete the enclosed Proposal Form for Workshop Presenters, which may be obtained by contacting Deborah E. Reid at [dreid@hostos.cuny.edu](mailto:dreid@hostos.cuny.edu), or **718.664.2532**. We look forward to having you join our team!

*Please complete this application with as much detail as possible.*

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Agency: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Names/titles of other people who will be presenting with you: \_\_\_\_\_

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Proposed workshop title: \_\_\_\_\_

Description of proposed workshop: \_\_\_\_\_

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**Eugenio María de**

**Hostos Community College** of The City University of New York  
Office of the President - Continuing Education and Professional Studies  
500 Grand Concourse, Room B-208 Bronx, NY 10451



**Do you and/or your co-presenters have experience in training or presenting?** If so, please describe: \_\_\_\_\_

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**Please attach a resume and/or bio to the completed RFP for Workshop Presenters.**

*Thanks for completing this application and for your interest  
in the **Hostos Allied Health Career Pipeline Program**.*