



## CAREERBOUND

Young Adult Employment Program

### Tips for Getting Along With Co-Workers and Thriving in Your Work Environment

#### 1. Communicate Clearly

- Listen actively—don't just wait for your turn to talk.
- Ask questions if instructions aren't clear.
- Share ideas respectfully—your input matters!

#### 2. Be Reliable

- Show up on time and be consistent.
- Follow through on your responsibilities so your team can count on you.

#### 3. Respect Differences

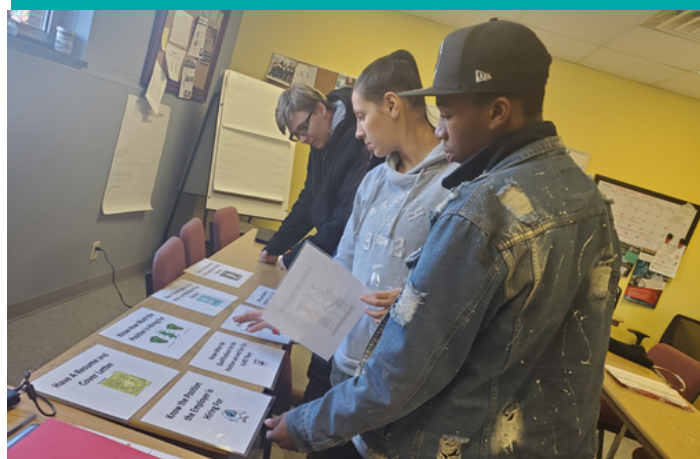
- Every team has different personalities and work styles.
- Learn from others' strengths and be open to new perspective

#### 4. Stay Positive

- A good attitude is contagious.
- Instead of complaining, offer solutions.
- Encourage teammates when things get tough.

#### 5. Handle Conflict Professionally

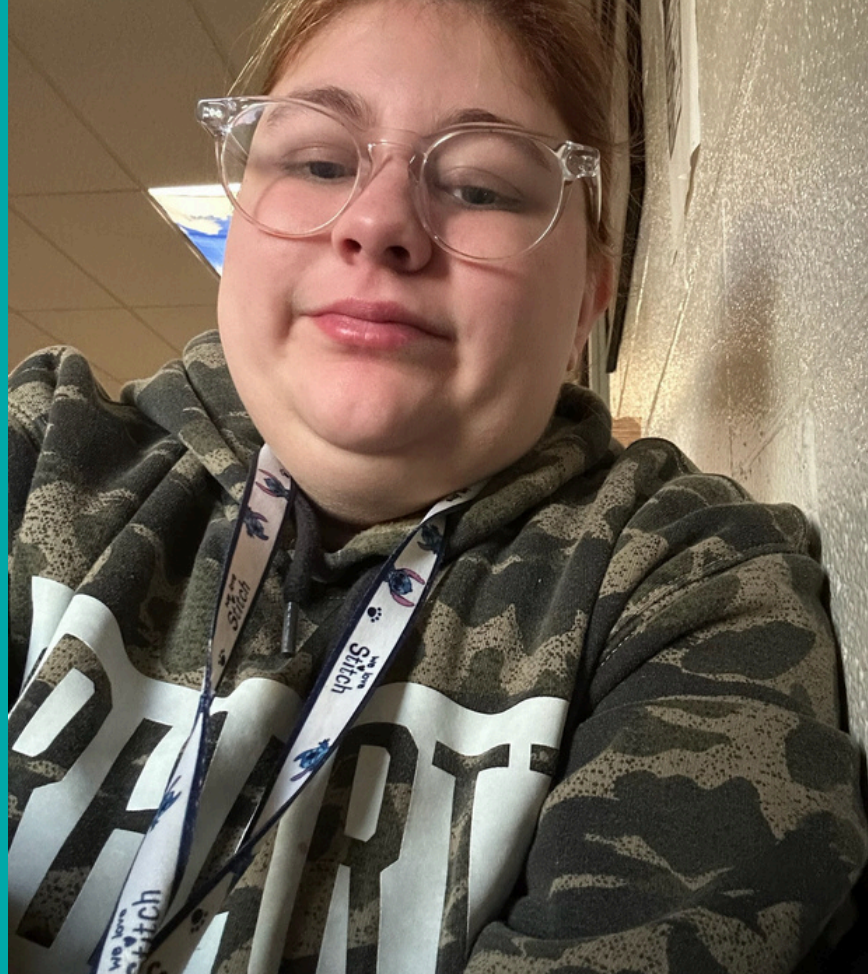
- If you disagree, stay calm and focus on the problem, not the person.
- Use "I" statements ("I feel..." instead of "You always...").
- Ask a supervisor for help if things don't get resolved.



Interested in keeping in touch with CareerBound? Follow us on Facebook and Instagram @careerboundcce  
Not enrolled in CareerBound yet? Reach out to Holly (607-760-2568)



Carrie has shown outstanding success as a teacher's aide. She has demonstrated dedication, patience and a genuine passion for helping students learn. She quickly adapted to classroom routines, supported teachers and built positive relationships with students through her caring approach. Carrie's reliability and enthusiasm have made her a valuable member of her school. We could not be more proud of Carrie's success and dedication to her students.



# Where Are They Now?

Interested in Enrolling? Contact Holly @ (607) 760-2568



Amora is a dedicated, committed, and caring young adult. In the fall of 2024, she secured funding through CareerBound to attend the LPN training program at DCMO BOCES, which she successfully completed in June 2025. Throughout the program, Amora demonstrated incredible determination, making a one-hour commute each way every day while balancing work and parenthood. Following her graduation, she secured employment with Good Shepherd Fairview as an LPN. Amora's drive and passion are truly inspiring, and we are so proud of all she has accomplished.