The Support Children Need

BRC-970 (E-A)

Office of Child Support Enforcement

STEP

Support Through Employment Program

The Job You Want

NYCHRA

Human Resources Administration/Department of Social Services

NYC

Office of Child Support Enforcement

NYCHRA

Support Through Employment Program (STEP)

STEP is a program that helps non-custodial parents find and keep jobs. This enables parents to pay for their children's needs and support the family. It also helps children by providing a stable environment.

The program offers services such as job placement, job training, and education programs. Parents are encouraged to attend workshops and seminars to improve their job skills.

Parents must meet certain requirements to participate in the program. They must be at least 16 years old, not enrolled in school, and not receiving welfare. They must also be willing to work at least 20 hours per week.

The program is available in all five boroughs of New York City. Parents can apply for the program at any of the locations listed below.

900 Sheridan Avenue, LM Floor
718-590-3435
BRONX

330 Jay Street, 12th Floor
718-246-3865
BROOKLYN

60 Lafayette Street, Room 7C16
212-385-5662
MANHATTAN

151-20 Jamaica Avenue, 4th Floor
718-725-3152
QUEENS

100 Richmond Terrace, Basement
212-385-8778
STATEN ISLAND

NYCHRA

Human Resources Administration/Department of Social Services

NYC

Office of Child Support Enforcement

NYCHRA

Support Through Employment Program (STEP)

The Support Children Need
JOB TRAINING, JOB PLACEMENT, AND SUPPORT SERVICES
ALL FOR FREE & ALL THROUGH ONE PROGRAM

STEP CAN BENEFIT YOU. AND YOU CAN BRING A LIFETIME OF BENEFITS TO YOUR CHILD
The Support Through Employment Program (STEP) gives noncustodial parents the kind of training and preparation needed to find paying jobs in today’s job market. Most jobs found through STEP pay above minimum wage.

HOW STEP WORKS

✓ WE PREPARE YOU FOR THE JOB SEARCH.
We can train you for jobs in health care, security, food service, transportation, and other areas. We help with your resume and coach you for job interviews. We can even help prepare you to take a high school equivalency exam.

✓ WE HELP YOU FIND THE JOB YOU NEED.
STEP has been connecting noncustodial parents to work for more than 10 years. The relationships we’ve built with employers throughout the five boroughs can give STEP participants the advantage they need in a difficult market.

✓ WE HELP YOU KEEP THE JOB.
We provide ongoing support services to help you stay employed.

REAL JOBS, REAL PEOPLE

WITH MORE THAN 1,000 JOB PLACEMENTS A YEAR, THERE ARE AS MANY STEP STORIES AS THERE ARE PARTICIPANTS. HERE ARE JUST THREE:

A dad who found work through STEP as a store clerk and, only a few weeks later, got promoted to shift manager.

A dad who came to STEP after prison and found a full-time bakery job.

A mom who received rave reviews in the restaurant position she found through STEP and, in the process, regained custody of her children.

HOW TO ENROLL IN STEP

Speak to the Child Support staff located at the Family Court in your borough. Be sure to bring a valid photo ID.

BRONX 900 Sheridan Avenue, LM Floor 718-590-3435
BROOKLYN 330 Jay Street, 12th Floor 718-246-3865
MANHATTAN 60 Lafayette Street, Room 7C16 212-385-5662
QUEENS 151-20 Jamaica Avenue, 4th Floor 718-725-3152
STATEN ISLAND 100 Richmond Terrace, Basement 212-385-8778

For permission to reproduce all or part of this material contact the New York City Human Resources Administration.