Helping New Jersey Manufacture Success

EDUCATIONAL RESOURCE DIRECTORY

The Go To Guide for Training New Jersey Manufacturer’s Employees

APPRENTICESHIPS | TRAINING | WORKSHOPS | RESOURCES | EVENTS AND ENGAGEMENT
The Go To Guide for Training New Jersey Manufacturer's Employees

New Jersey Manufacturing Extension Program (NJMEP) serves as trusted business advisors and technical experts to New Jersey manufacturing companies. NJMEP has helped thousands of manufacturers improve operations, increase profits, create or maintain jobs, and establish a foundation for long-term business growth and productivity. Since Year 2000, NJMEP has worked with thousands of manufacturers leading to more than $5.1 billion in increased and retained sales, $1.38 billion invested in people, facilities, and systems, saved businesses over $810 million in costs, and created and retained over 48,720 jobs.

INTRODUCTION

New Jersey manufacturers have relied on the Educational Resource Directory for years as a one-stop resource to identify critical training information they can utilize to strengthen their manufacturing operation. Businesses will be able to discover training options, contact information, and locations of nearly every professional development opportunity available in the state of New Jersey. From four-year schools to complimentary industry-focused training, the Education Resource Directory is vital for any manufacturing operation looking to grow.

HOW TO USE THE EDUCATIONAL RESOURCE DIRECTORY

NJMEP has done the research and contacted key training resources in New Jersey to determine primary contacts. For example, if you are looking to train high school graduates we suggest starting with the “County College” section, (many of their related offerings are included in the "County College Degree and Certificate Sections") In other instances, if you are seeking basic skills training you can look in the “Vo-Tech” section, or if a specific or unique background is required you can go directly to the “WDB” (Work Force Development Board / One Stop Center).

We understand that some training needs are more complicated as they involve employees from multiple sites or counties, or custom programs may be required for a large group. NJMEP is here to help. Please contact NJMEP directly at info@njmep.org for any further assistance.

UPDATES / CORRECTIONS / COMMENTS

Please send updates, correction or any comments to: info@njmep.org
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NJMEP has a proven record of helping your company to increase its efficiency, productivity and revenue. Best practices, civic engagement, networking with colleagues and vendors, group workshops and customized consulting and training are available. Hundreds of manufacturers like yours have experienced measurable improvements to help them grow and prosper though their affiliation with NJMEP.

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II. COUNTY CONTACTS / OFFERINGS, OTHER RESOURCES

Resources convenient to your business and your employees offer the training you need to upgrade your skills. NJMEP can help you to work with these institutions to customize a program and / or work to train at multiple locations, or to send workers from multiple locations to one convenient facility.

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III. STATE RESOURCES

There are multiple state offerings that can help you train employees, overcome cumbersome federal, state or local regulations or provide grants or incentives to help you train, hire and / or expand. Contact the following entities, or NJMEP, info@njmep.org

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For additional help contact Mike Womack, Marketing & Communications Manager - mwomack@njmep.org
I. NJMEP RESOURCES

NJMEP KEY SERVICES

OPERATIONAL EXCELLENCE
Manufacturers need to continuously improve their processes and systems in order to produce high quality products and parts efficiently and profitably. Achieving operational excellence helps manufacturers increase customer satisfaction while saving time and money.

INNOVATION & GROWTH
The difference between surviving and thriving is the prioritization of innovation and growth. Manufacturers must embrace these concepts to try new business models, enhance or create products and parts, and pursue new strategies. NJMEP’s workshops and training, registered apprenticeship program and placements, and retention programs can help your company recruit and maintain a strong workforce.

WORKFORCE DEVELOPMENT
Manufacturing’s rapid evolution due to technological advancements, customer needs, and changing demographics has heightened the demand for a skilled and developed workforce. The future success of your organization is heavily reliant on the continuous improvement of your team.

WORKSHOPS & EVENTS
As the world changes, we need both the proper education and interaction with our peers to enable our personal and professional skills to advance in a dynamic industry environment.

COMPLIANCE
New regulations and laws such as DoD, FSMA, FDA Regulations, DEP and OSHA.

COMPLEMENTARY ASSESSMENTS BY NJMEP
NJMEP is often asked to come in and solve a specific problem – like fulfilling orders faster or eliminating excess inventory. Our process begins with a comprehensive business assessment, during which we work with owners, executives, managers and operators to assess company needs in all areas. The assessment delivers a road map to improve competitiveness, performance, and your bottom line.

We evaluate key opportunities, isolate obstacles to growth, and make recommendations on how to improve your business. We will design and implement a 3-year consulting/training plan that yields lower costs, higher production, and increased product quality to meet your customer demands quickly, staying focused on doing the things that add value.

CYBERSECURITY MATURITY MODEL CERTIFICATION (CMMC)
Manufacturers and suppliers that handle Controlled Unclassified Information (CUI) for the Department of Defense (DoD) will need to comply with CMMC requirements by May 2023.

As the DoD developed the rules and procedures, manufacturers were able to self-assess their business and attest to their compliance. This is no longer going to be acceptable and DoD contractors must prove they meet the required control levels to continue receiving government contracts.

NJMEP provides a thorough assessment process and full remediation support to help manufacturers meet their required control levels. A concise process has been developed to quickly identify what a manufacturer must do to eliminate the risk of losing DoD contracts because they do not meet CMMC requirements and developing a plan to ensure they comply.

WORKFORCE RETENTION SOLUTIONS
Manufacturing businesses continue struggling to find qualified workers to fill open positions. The talent pool is beginning to refill but not quick enough. A long-time employee leaving a facility could cause a massive headache for any business owner. Employee Retention strategies need to be put in place to secure the current workforce as students and young adults begin to acquire the skills needed to contribute to a manufacturing operation.

93% of employees would stay at their job longer if the organization invested in their careers. (SOURCE: https://www.forbes.com/sites/meghanbiro/2018/07/23/developing-your-employees-is-the-key-to-retention-here-are-4-smart-ways-to-start/?sh=52678e7c3734)

Investing in your workforce is the ideal way to retain employees. Business gain loyal employees while also developing the skill set of individuals to perform at a higher level.

Funding is available to help offset some of the cost of specific, nationally accredited certification programs manufacturing businesses can purchase and provide their employees...

CLA – Certified Logistics Associate
CLT – Certified Logistics Technician
CPT – Certified Production Technician

The three certification programs listed above are ideal for the manufacturing professional in either a logistics or production role.

Contact NJMEP’s Workforce Development Team and ask about Employee Retention Solutions to learn more.
APPRENTICESHIPS

THE APPRENTICESHIP PROGRAM – NJ’S NEW CAREER PATHWAY...
WHERE EDUCATION AND WORKFORCE DEVELOPMENT CONVERGE

NJMEP is approved as a Standards Recognition Entity (SRE) for the US-DOL’s Industry-Recognized Apprenticeship Programs (IRAP’s).

Apprenticeships offer many NJ workers the opportunity to receive an “earn-while-you-learn” education. Relevant professional credentials support job performance and open the door to sustainable income.

Pre-apprenticeship programs on the High School level can progress to become applicants for full-time, paid apprenticeship positions with NJ employers. After graduating, participants have the chance to specialize and advance in their profession. They may take advantage of the many programs offered in NJ, listed in the Pro-Action Network overview offered by NJMEP.

Technical Sales Apprenticeship — 1 Year, 2,000 hours
Sales excellence is as crucial to the manufacturing industry as skilled production workers are to their workshop. Participants experience more than 1,800 hours of On-the-Job-Learning (OJL) and 200 blended learning hours.

Employers develop sales staff from scratch with a focus on their fundamental technical understanding and their ability to persuade. This particular skill set will create sustainable jobs for future sales staff while securing business for the NJ manufacturer.

Industrial Manufacturing Production Technician (IMPT) Apprenticeship — 1.5 Years, 3,000 hours
NJ’s manufacturers face a particular growth challenge. In order to take production, output and sales to the next level, they need qualified, skilled staff.

NJMEP’s Manufacturing Production Technician Apprenticeship Program includes 2,700 OJL hours and 300 hours of Related Technical Instruction (RTI). Additionally, these apprentices earn certifications from the Manufacturing Skill Standards Council (MSSC). These credentials focus on the core skills and knowledge needed for the manufacturing industry. Graduates from this program have a greater chance of employment in several manufacturing industries in NJ.

Certified Logistics Technician Storage & Distribution managers Apprenticeship — 1.5 Years, 2,000 hours
The common ground for manufacturing companies’ and the Transportation, Logistics & Distribution industry is supply chain.

This one-year Logistics Technician apprenticeship program focuses on the most relevant knowledge regarding safe material handling and equipment operation, lean production and supply chain. In 1,810 hours of On-the-Job-Learning (OJL) and 190 blended learning hours, participants will have the opportunity to demonstrate mastery of the core competencies of material handling and receive two industry-valued credentials from MSSC.

Food Industrial Manufacturing Production Technician Apprenticeship — 1.5 years, 3,058 hours
The food and beverage manufacturing space must comply with a suite of regulations to keep products safe for human or animal consumption. The Food Industrial Manufacturing Production Technician(IMPT) Registered Apprenticeship Program provides employees with essential training in this specific area.

Apprenticeship programs focused on upskilling the food and beverage manufacturing workforce provide 322 hours of in-class related technical instruction and fundamental technical education. Additionally, the 2,736 of on-the-job learning (OJL) ensures a well-rounded education. Graduates of the Food IMPT apprenticeship will leave with a thorough understanding of the manufacturing process and critical skills that allow them to contribute more to their employer by providing industry-relevant education and hands-on training.

CNC Industrial Manufacturing Production (IMPT) Apprenticeship - 1.5 Years, 3,000 hours
Manufacturers can now create a talented pool of CNC operators by enrolling employees in the CNC Industrial Manufacturing Production (IMPT) Apprenticeship Program. Based on the standard IMPT apprenticeship, employees enrolled in the CNC IMPT Apprenticeship Program will undergo additional training in CNC Milling & Lathe Setup Operations and Programming.

The on-the-job learning (OJL) and CNC lab time provide apprentices with hands-on experience in operating these critical pieces of machinery. Beyond CNC focused curriculum, all IMPT apprenticeships provide fundamental manufacturing education such as blueprint reading, measurement, workplace communication, and more critical skills to create a well-rounded manufacturing professional that can contribute more to their organization.
WORKSHOPS AND TRAINING  
(COMPLIMENTARY AND OPEN ENROLLMENT)

INNOVATION & GROWTH

Branding Workshop:  
Design a Brand Identity for your Business  
COMPLIMENTARY

In today’s world, brand is king. Regardless of the size or nature of your organization, it’s important to invest in building a strong brand to define your spot in the marketplace and – more importantly – help you stand out from the crowd.

By answering the most important questions about your brand, audience, and competitive landscape, you can then build on this to drive product development, customer acquisition, employee engagement and strategic partnerships.

Business Crisis Risk  
COMPLIMENTARY

As we look back on the past year and the changes to business that will outlast the pandemic, we can all agree that every enterprise has to re-evaluate their preparedness programs and rethink their approach to Risk Management and mitigation. As we start our planning for the new reality, dominated by local, national, and global change we need to recognize that the threat landscape has changed and will continue to evolve at a faster pace. The key to developing comprehensive and actionable resiliency plans is to first Recognize the risk profile change taking place internally and all around us and quantify the impacts that a crisis will have on your business.

Capturing The R&D Tax Credit  
COMPLIMENTARY

The R&D Tax Credit is available for companies engaged in the development of new or improved products and processes. First enacted in 1981, the R&D Credit is now permanent and expanded with new provisions that enable more companies to monetize the credit. Join us for an introductory 1.5 hour workshop and learn how hundreds of companies can offset research and development expenses each year.

Demystifying Search Marketing:  
What Every Marketer Needs to Know  
COMPLIMENTARY

We will be discussing Google’s algorithm and other search engines that have a notable market share of the search market. There are a lot of tools out there to help website owners with SEO and even more tools that agencies use to develop winning strategies. We will talk about the pros and cons of several tools as well as demonstrate the use of a few free/low-cost tool. We will discuss how to plan for and write good, optimized content that will help your website rank better with search engines. We will explore Google Analytics and talk about a few easy things you can look for in your websites Google Analytics to better understand your traffic. We will be demonstrating how backlinking can build authority and trust with Google and what effect that has on your success when trying to rank for keywords on Google.

Digital Marketing for Manufacturers  
OPEN ENROLLMENT

In a post-COVID-19 world, your digital marketing is more important than ever before. In this virtual training we will educate manufacturers on how to maximize their existing digital marketing efforts and introduce some new, powerful marketing tools.

Discover Global Markets:  
Helping U.S. Companies Export  
COMPLIMENTARY

This workshop will provide valuable information on trade counseling, business matchmaking, market intelligence, and trade event support. In addition, it will provide information on Federal and State programs designed to support international trade.

Dynamic Strategic Planning  
OPEN ENROLLMENT

Classic business planning is outdated and overlooks the volatility of today’s market which can lead to many missed opportunities or leave companies blindsided by new developments. In a fast-paced world with constant changes, a flexible approach to the planning process is needed. The answer: Dynamic Strategy Planning.

Learn about dynamic planning; a type of planning that enables organizations to be more agile, better and faster at responding to local and global changes.

Executive Seminar:  
Business Growth Suite  
COMPLIMENTARY

Are sales sluggish? Is competition for your legacy products heating up? Are your margins eroding and you don't have an...
answer on how to stop the slide? Is your sales staff unmotivated and underachieving? The NJMEP is hosting an Executive Seminar to teach some of the fundamental skills and strategies from its popular Business Growth Suite program.

This Business Growth Suite workshop will introduce 5 key modules of the NJMEP’s comprehensive program for revenue, market, and profit growth:

- Strategic Planning
- Innovation
- Industry, Market and Competitive Analysis
- Marketing Planning and Strategies
- Sales Strategies including Web-based Growth

Leverage Your Peers To Accelerate Business Growth

Vistage peer advisory groups are purpose-built solely to help CEO members solve their greatest challenges and improve the performance and outcomes of their businesses. They are often the only place CEOs and business owners have to turn for confidential, agenda-free advice. Join us for an exclusive session hosted by local Vistage leaders to experience first-hand how a peer advisory group can help you make better decisions and achieve faster business growth. You’ll be sitting around the table with select manufacturing leaders from around the New Jersey area, but this is not a networking event. This is a working session where we’ll tackle real business issues using our proprietary issue processing formula, to tap into the knowledge of the room generating new perspectives, clarity and solutions to make the decisions that will make a difference.

Fundamentals Of Logistics

Logistics plays a critical role in the economy of the United States and in the success of an organization’s supply chains. American organizations spend approximately $1.4 trillion yearly on moving, storing, and handling materials and products. It offers a diversity of jobs, growing opportunities, and career growth. Logistics impacts every area of a company, and every area of a company impacts logistics. An understanding of logistics provides for better decision making, management of resources, and lower total cost of ownership.

Introduction To NJMEP’s Business Growth Suite

In today’s competitive business climate, it’s not enough to maintain sales – it’s critical for New Jersey’s small and mid-sized manufacturers to increase sales and diversify their client base.

Manufacturers need to have a plan and stand out from their competitors. They need new strategies to identify and attract their target audience, continuously add new prospects to the pipeline and convert leads into sales.

Six Sigma: Introduction

Six Sigma is a disciplined, time-tested methodology that uses data analysis to understand process variability and identify process improvement opportunities. Presented by NJMEP, attendees will:

- Learn the basics of Six Sigma Project Management
- Become knowledgeable about the DMAIC (Define, Measure, Analyze, Improve, Control) roadmap to success.
- Find out about statistical process control charts (SPC)
- Learn how to improve customer satisfaction and profitability by reducing and eliminating defects!

Six Sigma Green Belt Certification Training (6 Day Course)

Six Sigma is a universally-recognized standard of excellence for continuous process improvement. This course will prepare you for Green Belt certification – an accomplishment that will add value to your company and your career. Participants will have the tools and techniques to improve and evaluate processes for efficient organizations and production.
Six Sigma Black Belt Certification Training (12 Day Course)
OPEN ENROLLMENT
The NJMEP Black Belt course is an advanced management level program that will prepare you to manage project teams. No prior experience needed; the program will cover preceding material from Six Sigma Green Belt certification.

This course will prepare students to take the *ASQ Black Belt Certification Training Test. This training is geared towards Engineers and Manufacturing Management professionals who understand Six Sigma philosophies and principles, including the supporting systems and tools. All students will receive a certificate of completion from NJMEP. All students must bring a laptop equipped with excel or minitab.

So, You Want to be a Federal Contractor.
OPEN ENROLLMENT
The federal government encourages small businesses to take on contracting opportunities. The process to register as a federal contractor is more straightforward than most people think.

WORKFORCE DEVELOPMENT

Assess, Retain and Engage Your Existing Staff
OPEN ENROLLMENT
This course teaches us valuable tools to assess your existing staff. You will learn what may be done to increase employee retention and how to develop key players. Instructions on how to perform a S.W.O.T. Analysis for current staff members and the benefits of this matrix.

Implementing Change In Organizations
OPEN ENROLLMENT
This workshop explores the theory, practice, and strategies of implementing change in organizations. Exercises and simulations allow participants to practice various techniques and strategies discussed in class.

Each participant will complete a behavioral assessment and receive a Change Management workbook. Participants will gain a better understanding of how change impacts organizations and learn effective strategies for creating a change-capable workforce.

Conflict Resolution: Dealing With Difficult People Overview
OPEN ENROLLMENT
This conflict management workshop will help you identify some of the ways you may be contributing to these problems and give you some strategies you can adopt at work and in your personal life as well.

Critical Employment Issues and Risks Facing NJ Manufacturers
OPEN ENROLLMENT
The procedures and decisions of a Human Resources Department are vital in any given business and any tasks performed by Human Resources professionals carries some amount of legal risk. It is imperative that Human Resource professionals can properly identify the challenges that currently exist in the manufacturing sector to remain ahead of potential compliance issues and labor concerns. This workshop explores current regulatory issues; labor concerns; and insurance topics facing NJ manufacturers today.

Engaging Today’s Workforce
OPEN ENROLLEMENT
By establishing a culture of learning — an environment in which individual growth is actively encouraged — businesses can help employees feel more engaged at work, which has a real effect on the bottom line. Engaged employees have an emotional commitment to their organizations, leading to greater productivity and higher net profit. Building a culture of learning, however, requires leadership to be fully engaged as well.

Establish Solid Onboarding and HR experiences
OPEN ENROLLEMENT
How to establish a solid onboarding and HR experience while leveraging the right tools to simplify the process. This course offers information on what the hiring process should look like post COVID-19. Learn about Automating the pre-hire process and tools for remote onboarding as well as i9s – employment eligibility confirmation. What other automated business tools would benefit your company (Payroll, Applicant Tracking, Performance Reviews, etc.).
First Aid And CPR w/Card
OPEN ENROLLEMENT
This Course teaches students to effectively recognize and treat adult emergencies in the critical first minutes until emergency medical services personnel arrive. The course also provides a complete health and safety training solution for first aid, adult, child and infant CPR and AED.

(Participants will be responsible for the cost of the card)

HR Essentials: HR Policies and Procedures
OPEN ENROLLEMENT
This course is designed to provide staff responsible for HR related as well as non-related HR staff knowledge and skills in the following areas: Interviewing/On-boarding; Retentions/Relations; Personnel files; Policies & Procedures; Critical NJ Laws.

Improved Communication: American English for the Workplace
OPEN ENROLLEMENT
Improved Communication in American English for the Workplace is an intermediate level interactive course focused on listening and speaking, with limited reading and writing as required for workplace needs. Building upon the existing knowledge of English of the students, the result of this course is to improve the participants’ ability to understand and be understood when communicating in English.

Industrial Communications Skills
OPEN ENROLLEMENT
Employees will have a better understanding of the required and expected communications with their bosses and co-workers. Why the proper communication is so important and that it is OK to ask questions to improve understanding. Improved communications skills help foster an improved workplace.

Intro To MedAccred Certification Webinar
OPEN ENROLLEMENT
MedAccred is an industry-managed supply chain accreditation program for critical production processes that, assures product quality, verifies regulatory compliance and increases patient safety in the production of medical devices. MedMMAP is a NIST/MEP sponsored program designed to help manufacturers with efficient and effective pre-audit preparation to successfully pass a MedAccred accreditation audit. The goal of the MedAccred program is to increase competitiveness of US medical device and medical instrument manufacturers, decrease industry costs, and improve patient safety. Domestic supply chains offer significant advantages in terms of lead time, innovation and on-time performance.

Introduction to Presentation Skills for Beginners
OPEN ENROLLEMENT
Presentation skills are the skills you need in delivering effective and engaging presentations to a variety of audiences. These skills cover a variety of areas such as the structure of your presentation, the design of your slides, the tone of your voice and the body language you convey. Learn these skills in a fun, interactive, virtual environment with NJMEP.

Making the Most of LinkedIn
OPEN ENROLLEMENT
This will be an interactive webinar giving you the tools and know-how to successfully navigate LinkedIn like a Pro!

More Americanized Pronunciation and Speaking for the Workplace
OPEN ENROLLEMENT
More Americanized Pronunciation and Speaking for the Workplace is specifically designed for advanced ESL and/or Accent Reduction participants. The program focuses on interpersonal communication skills with self, peer, and instructor correction in a workshop setting. Concentration is on grammar, pronunciation, and vocabulary skills as well as on traditional presentation proficiency. Attention is also given to the correct use of American idioms and business language.

NJ Equal Pay Law: Overview Workshop
OPEN ENROLLEMENT
On April 24, 2018, Governor Phil Murphy signed into law what he described as the “most sweeping equal pay legislation in America.” This legislation seeks to eliminate the pay disparity gap. While it is hard to argue with the Act’s good intentions, many unintended consequences are anticipated due to its expansive nature.

Pitch Perfect Presentations
OPEN ENROLLEMENT
This 1-day course will help you overcome some of your anxiety, show you movements that are both effective and ineffective, all while learning in a fun relaxed environment.
Polish Your Presentation

OPEN ENROLLEMENT

This 2-hour Polish Your Presentation course is perfect for you. We will help you overcome your anxiety, show you the proper way to present and give some tips on effective PowerPoint presentation slides.

Preparing To Present: A Guide To Preparing For Presentations For Non-Presenters

OPEN ENROLLEMENT

This half day training is for beginners. Feeling comfortable with public speaking and presenting is a vital skill however, an estimated 20% of the population suffers from a genuine fear of public speaking. With some preparation and practice you can feel more comfortable about presenting. The goal of this training is to give you the tools you need to prepare for a presentation.

Problem Solving

OPEN ENROLLEMENT

This workshop provides an experiential introduction to the art of problem solving. At the end, the employee should be able to describe the relationship between problem solving skills and decision-making; describe the steps in decision-making; identify obstacles to accurate problem identification; and create a Pareto analysis, force field.

Project Management Professional (PMP®) Certification Exam Prep Course

OPEN ENROLLEMENT

The course covers all project management knowledge areas, including management of scope, scheduling, cost, quality, resources, communications, risk, stakeholders and project integration. Focus is also targeted on the role of project manager. The course includes a comprehensive overview and preparation for the PMP exam.

Recruiting Then Versus Now

OPEN ENROLLEMENT

How to attract and recruit talent in a competitive market. If you are looking for some guidance on how to attract and recruit talent in a competitive market this two-hour training webinar is for you.

Retain, Recruit, Reinvent: Three Steps to Keep Today’s and Attract Tomorrow’s Talent

OPEN ENROLLEMENT

It is not a secret anymore: Baby Boomers will retire in coming years in large numbers and the pressure on companies to find the right replacements will increase. When it comes to retaining the right employees with potential for growth, a structured process is required to succeed.

Therefore, in this 4-hour session, we don’t just talk about the status quo, we review Action Plans and Steps that can stem the tide. Now!

Self-Awareness Training Program

OPEN ENROLLEMENT

During the program, participants will have the opportunity to understand the benefits of assessing current preferences and practices using one of the most powerful and multifaceted personality assessments designed to help a person understand who they are and who they can become. Personality Profilers – An instrument designed for self-development, this profiler will help one identify their strengths as well as learning how to identify the preferences of others that contribute to better communications, collaboration, and positive relationships.

Spanish For HR

OPEN ENROLLEMENT

This 8-hour course is designed for managers and supervisors to help them better connect & communicate with Spanish speaking employees to improve understanding, teamwork and productivity.

Spanish for Managers and Supervisors

OPEN ENROLLEMENT

Even if you have never studied Spanish, you will learn to directly communicate with employees with limited English capability.

This relaxed informal workshop provides a quick assist to the communication challenges of supervising workers whose first language is Spanish. A non-Spanish speaker can quickly and logically learn techniques of communicating essential information and instructions in Spanish.

It’s all about Understanding and Being Understood.
Succession Planning and Building the Value of Your Business

OPEN ENROLLEMENT

Learn about succession planning and maximizing the value of your business; a type of planning that helps business owners make the right decisions now to maximize the value of their business in the future.

Supervisory Skills For New Managers

OPEN ENROLLEMENT

This supervisory training course was specifically designed to address the needs of anyone who is new to managing others, with a special focus on those managing in a multicultural workplace. The content of this course will provide a powerful new set of skills, strategies, and techniques for dealing with the issues you will encounter as you take on your new position and move forward in your career.

Supervisory Skills: How To Be Successful In A (New) Leadership Role In 6 Steps

OPEN ENROLLEMENT

The 6 step approach portions new knowledge and skills. The structure makes it easy to follow, one logical step after the next one. Practical examples and exercises will be used to experience valuable supervisor skills.

Promoted from within, it is often the case that those skills which made an employee an excellent worker in their chosen field are not the same as the skills needed to make them an effective Supervisor, or Manager. NJMEP’s Supervisory Skills Essentials will train you to utilize the key protocols effective in managing, communicating, and motivating a workforce. Even experienced managers will benefit from these critical leadership practices.

Supply Chain Management

OPEN ENROLLEMENT

Supply chain management is the collaboration within and between organizations from cradle-to-cradle, or cradle-to-grave enabling organizations to successfully provide goods and services to a diverse customer base each with its own demands and needs. It is new business model and presents a different focus for an organization, but the concept promises reduced costs, higher efficiencies, and great revenues.

Team Effectiveness and Team Building

OPEN ENROLLEMENT

This full-day interactive workshop provides participants training in team building and team effectiveness. Team Building & Effectiveness is most often a precursor to a focused team based effort to address specific business areas, or an integral part of a more comprehensive business improvement strategy. During the class, basic team concepts are covered including, but not limited to stages of team development, roles and responsibilities, ground rules for acceptable team behavior and team decision making processes.

The Art of Negotiation

OPEN ENROLLEMENT

People negotiate all of the time without really knowing the fine art of negotiation. Negotiation is a discussion based on a significant amount of upfront research. Knowledge is power, and ninety percent of the success in a negotiation is due to preparation. The preparation phase includes an entire checklist of important factors to know before negotiating. The negotiator’s frame work is simple guide that leads through each stage of the negotiating process from fact-finding, setting objectives, location, strategies, concession use, and tactics, and much more.

Time Management and Delegation

OPEN ENROLLEMENT

Time management skills are essential for achieving results. This course provides the tools to set priorities and be more effective and productive.

Time Management and Goal Setting

OPEN ENROLLEMENT

Today’s work environment requires managers and individual contributors alike to manage multiple priorities and conflicting demands on time. This course will offer participants an opportunity to understand their time management needs and develop a process for managing them.

Train-the-Mentor

OPEN ENROLLEMENT

This train-the-mentor program focuses on training leaders or supervisors within your organization who have mentoring tasks within their existing jobs.

This course could be helpful to you if:
- Your experienced workers need support in implementing the organization’s success plan
- You have existing apprentices whose mentors need additional support or guidance
- Your organization is thinking of implementing or expanding their apprenticeship program and your potential mentors need additional support
OPERATIONAL EXCELLENCE

Compressed Air: Learn About Safety, Technology and Methodology of Compressed Air
OPEN ENROLLEMENT

Compressed air is a common power source in Food, Pharma, Plastics, and Machining.

Attendees will learn:
- The importance of Compressed Air Quality
- Tips on how to reduce Compressed Air Leaks
- Information on Compressed Air System Operation Baseloading
- Learn about the Technology and Methodology of Compressed Air

The average blended energy cost is averaging $0.14/kW-hr in New Jersey. When you figure the cost per horsepower, per shift is $305 annually...opportunity costs can add up.

Counterfeit Parts Avoidance Awareness Training
OPEN ENROLLEMENT

In this webinar we will cover the role of the various functions within the organization as related to counterfeit parts avoidance awareness including: Contract Review, Engineering, Purchasing, Quality Assurance, Qualification Test, Receiving Inspection and Final Inspection. We will discuss prevention and detection techniques including: requirements flow down to subcontractors, purchasing controls, subcontractor selection, subcontractor flow down, subcontractor monitoring, use of authorized distributors and use of original equipment manufacturers.

Cybersecurity: Secure the Manufacturing Product Line
COMPLIMENTARY

Today's expanding cyber threats necessitate action.

Join us for an introductory 2-hour workshop and get a taste of what an effective technology plan can do to keep the factory running. Leave with an understanding of the landscape; keep hackers out with some simple steps. You can take action proactively on with the knowledge you obtain.

Cyber-Breach Awareness and Response: Cyber Breach is a Business Problem, not an IT Problem
COMPLIMENTARY

NJMEP and Firestorm will present an interactive Cyber-Crisis response simulation exercise and presentation that is designed for manufactures of all sizes. This workshop will stress-test the businesses preparedness and response in a simulated cyber-crisis. The attendees will be guided through a series of escalating events, with participants utilizing their own crisis management and cyber-breach response plans to each stage.

Defense Industry Base Cybersecurity (Virtual) Bootcamp: CMMC Implementation for Business Executives
OPEN ENROLLEMENT

All Defense Industry Base (DIB) supply chain organizations are under increasing pressure to implement DoD Cybersecurity Standards. The CMMC is now progressing at a rapidly growing pace and their push to create a national cyber hygiene standard for all vendors is already ahead of schedule. With the CMMC implementation starting time frame for May 2023, this is a perfect opportunity for business leaders to understand the problem businesses face, how to implement these standards and still run normal operations, and where to go for assistance and guidance support. In this one-hour virtual teleconference (VTC) we will cover the methodologies to develop a roadmap for CMMC and NIST SP 800-171 conformance.

DOD Cybersecurity Requirements: What do Manufacturers Need to Know?
COMPLIMENTARY

All Department of Defense (DoD) contractors that process, store or transmit Controlled Unclassified Information (CUI) must have met the Defense Federal Acquisition Regulation Supplement (DFARS) minimum security standards or risk losing their DoD contracts.

DFARS Safeguarding rules and clauses, for the basic safeguarding of contractor information systems that process, store or transmit Federal contract information.

Come join us as we provide valuable assistance to manufacturers seeking a reduction of their cyber risks and DFARS compliance.
DOD Cybersecurity Workshop: What to Know on Implementing DFARS Requirements
OPEN ENROLLEMENT
All Department of Defense (DoD) contractors and subcontractors must meet the Defense Federal Acquisition Regulation Supplement (DFARS) minimum security standards based on the security guidance in NIST Special Publication 800-171 or risk losing their DoD contracts. Come join us as we provide valuable assistance to manufacturers seeking assistance and guidance on implementing these standards and mitigating the risk of being unsecure and possibly outside DFARS compliance.

Foreign Object Damage “FOD” – Prevention Training
OPEN ENROLLEMENT
The different levels of FOD control for different manufacturing areas and examples of techniques for implementation of FOD prevention programs will be explored. Examples will be based on aerospace manufacturing.
We will cover requirements presented in aerospace prime contractor requirements documents such as NAS 412 and AS 9146.

Fundamentals of Continuous Improvement
OPEN ENROLLEMENT
This workshop provides an understanding of core philosophy of Continuous Improvement, its application, and strategies to implement it into practice. This workshop features interactive learning session and guided presentation including exercises and discussion.

Hazard Communication Introduction
OPEN ENROLLEMENT
In this course, participants will receive an introduction to Hazardous Materials and become aware of issues that may arise in a manufacturing facility. Participants will learn about safety responsibility as it pertains to facilities, equipment and to personal protection. This course makes participants aware of OSHA, NJ-PEOSHA and NFPA regulations and standards.

Improve Operations with Lean Tools and Value Stream Mapping
COMPLIMENTARY
This one hour complimentary webinar will open a participant’s eyes to the importance of visualizing information flow and decision processes in their company’s processes.
A case study will be presented of how NJMEP’s “Learn and Do” concepts helped identify and solve problems for a distributor of home goods, everything from Living Room End Tables to Bed Frames.

Industrial Hydraulics: Hands-On Training
OPEN ENROLLEMENT
This hydraulic training course aims to familiarize participants with the design, construction and operation of hydraulic components; this includes the interpretation of circuit diagrams and symbols as well as pressure regulation and position of hydraulic drives.
For this class we are using industry relevant training equipment for hands-on, practical exercises and knowledge transfer. The training focuses on shop floor staff.

Introduction to HAZWOPER Basics
OPEN ENROLLEMENT
This course gives students a general overview and basic understanding of OSHA standards and OSHA’s role in the prevention and elimination of workers’ injuries and fatalities due to hazardous wastes present in workplaces. HAZWOPER stands for Hazardous Wastes Operation and Emergency Response. Hazardous wastes are a major source of worker exposure and fatalities in workplaces.

Introduction to Inventory Management
COMPLIMENTARY
As demand shifts in a constantly changing economy, it’s important to effectively manage one of the highest asset values on your books – inventory. Presented by NJMEP, this workshop will discuss the basic concepts of inventory.
Attendees will learn:
• The significance of sound practices
• Useful management techniques
• How to minimize safety stock, eliminate shortages and reduce expediting

For additional help contact Mike Womack, Marketing & Communications Manager - mwomack@njmep.org
Introduction to Lean Manufacturing 5S Methodology
OPEN ENROLLEMENT

In this course, participants will receive an introduction to 5S System: Visual Workplace Organization, and the class will know how apply the 5S principles to a specified area in the company. This class offers training in the basic 5S system (Sort, Set-in-Order, Shine, Standardize, Sustain).

Introduction to Lean Principles
OPEN ENROLLEMENT

This course enables all staff members from warehouse to shop to office employees to understand the benefits of lean for their organization; including the key lean principles, tools and techniques and how to approach implementation.

Lean thinking has become a widely adopted continuous improvement methodology that can greatly simplify processes and improve performance in both manufacturing and service organizations. Lean recognizes that most of an organization’s processes are at best 40% value adding – with the rest of the effort being waste.

ISO 14001:2015 Internal Auditing Training
OPEN ENROLLEMENT

ISO 14001 provides a framework for identifying, monitoring, and managing common issues, including air pollution, soil contamination, water and sewage, waste management, resource use and efficiency, climate change, and more.

ISO 9001:2015 Internal Auditing Training
OPEN ENROLLEMENT

The ISO 9001-2015 Internal Auditor Training Class is designed to train your personnel to become qualified and confident to conduct internal audits in a positive, constructive approach consistent with the objectives of your management system and adds value to your business. This class teaches the fundamentals of conducting an end to end process audit and includes a number of workshops/ case studies that facilitate the learning process.

ISO AS 9100 Internal Auditing Training
OPEN ENROLLEMENT

The ISO AS 9100 Internal Auditor Training Class is designed to train your personnel to become qualified and confident to conduct internal audits in a positive, constructive approach consistent with the objectives of your management system and adds value to your business. This class teaches the fundamentals of conducting an end to end process audit and includes a number of workshops/ case studies that facilitate the learning process.

Lean Enterprise Overview
OPEN ENROLLEMENT

This course enables all staff members from warehouse to shop to office employees to understand the benefits of lean for their organization; including the key lean principles, tools and techniques and how to approach implementation. Lean thinking has become a widely adopted continuous improvement methodology that can greatly simplify processes and improve performance in both manufacturing and service organizations.

Lean Manufacturing – 7S: A Foundation for Improvements
OPEN ENROLLEMENT

In this course, participants will receive an introduction to the 7S System. 7S is a process and method for creating and maintaining an organized, clean, safe, and high performance workplace.

Metrology GD&T
OPEN ENROLLEMENT

Geometric Dimensioning and Tolerancing (GD&T) is an international language used on engineering drawings. Classes will include... Introduction; Dimensioning and Tolerancing Fundamentals; Symbols, Terms, and Rules; Datums; Form controls – Flatness, Straightness, Circularity, Cylindricity, Free state variation; Orientation – Parallelism, Perpendicularity, Angularity; Position, General – Specifying the position tolerance, Regardless of feature size, Maximum material condition, Shift tolerance, Boundary conditions, “0” Positional Tolerancing; Position, Location – Fasteners, Projected Tolerance Zones, Multiple patterns of features, Composite positional tolerancing, Two single-segment feature control frames, Nonparallel holes, Counterbored holes, Noncircular features, Symmetrical features; Position, Coaxiality; Concentricity and Symmetry; Runout; Profile.
OPEN ENROLLEMENT
This course has been updated to cover the 2018 NFPA 70 E requirements needed to protect workers during energized electrical work from electrocution, shock, and arc flashes/blasts.

Operational Equipment Effectiveness (OEE) Through Total Productive Maintenance (TPM) Practices
OPEN ENROLLEMENT
Participants will experience the benefits of implementing OEE and TPM. The class participants will learn how OEE and TPM increases overall equipment effectiveness and how it can help avoid interruptions to production. Also, how OEE and TPM reduces equipment related waste including downtime, speed losses, defects, constant adjustments, breakdowns, etc.

Optimize Inventory Management COMPLIMENTARY
As demand shifts in a constantly changing economy, it’s important to effectively manage one of the highest asset values on your books – inventory. In this workshop, we’ll discuss basic concepts of inventory.

Join us for an introductory 1.5 hour workshop and learn how other companies improved in just a few steps.

OSHA 10 hour Card Training
OPEN ENROLLEMENT
OSHA 10-hour training is the primary method used to train workers on hazard recognition and OSHA safety standards. The OSHA 10-hour course for the general industry is for workers who have jobs related to health care, electrical, factory, warehouse, manufacturing, storage and more. This OSHA course covers general industry hazards not specific to those working construction-only jobs. Our OSHA 10-Hour Training course is designed to teach workplace safety and reduce jobsite hazards. Workers will learn about hazard avoidance, workers’ rights, filing an OSHA Complaint and more.

Principles of Lean Manufacturing with Live Simulation
OPEN ENROLLEMENT
Implementing lean principles are extremely beneficial for manufacturing companies. The elimination of waste (muda), continuous improvement (kaizen) as well as pull-systems (kanban) will be illustrated in live demonstrations for practical, comprehensible knowledge of Lean Manufacturing. Lean Manufacturing training is based on principals that can be implemented and will become the strong foundation of your organization and employees.

Root Cause Analysis
OPEN ENROLLEMENT
During this workshop you will be introduced to Root Cause Analysis and the foundational principles for an effective problem solving process. The instructor is a Lean expert and the course is designed for problem solving in a manufacturing environment, it is presented in simple easy to understand concepts – perfect for employees and line management.

USDOT Hazardous-Material Transportation Safety Training
OPEN ENROLLEMENT
The Federal hazardous materials transportation law (49 U.S.C. 5101, et seq.) is the statute pertaining to the transportation of hazmat in the United States, and requires the training of ALL hazmat employees. The purpose of this training is to increase a hazmat employee’s safety awareness and to be an essential element in reducing hazmat incidents.

Virtual Supply Chain Training Series
OPEN ENROLLEMENT
Organizations no matter what size are involved in hundreds of supply chain processes requiring a cross-departmental and cross-organizational collaboration. Supply Chain Management is a new way of managing business focusing on processes from cradle-to-cradle or cradle-to-grave rather than on functions.
FOOD MANUFACTURING

Current Good Manufacturing Practices (CGMP) Requirements & Readiness
OPEN ENROLLEMENT

Participants will learn how to handle FDA and third party Good Manufacturing Practice (GMP) inspections. The cGMP (current Good Manufacturing Practice) training will also outline how to interact effectively with investigators so that organizations can not only react to inspections but anticipate them as well.

FDA & USDA Food Defense: Intentional Adulteration
OPEN ENROLLEMENT

The FDA released the final rule for “Intentional Adulteration (IA)” according to the FSMA in May 2016 which requires food manufacturers to implement food defense plans. Further, food defense is already a requirements of all GFSI accredited Food Safety Management Systems. Participants will gain a deep understanding of the food defense requirements specifically around (IA) and contamination and how to create a customized food defense plan for their facility. They will actively work on the creation of the plan during the practical part of the training class. The participant will receive a certificate for successful completion of the training after passing the written knowledge test at the end of the training class.

FDA Food Labeling Nutrition Facts
OPEN ENROLLEMENT

On May 27, 2016, the FDA published final rules on the new Nutrition Facts label for packaged foods to reflect new scientific information, including the link between diet and chronic diseases such as obesity and heart disease. The new label will make it easier for consumers to make better informed food choices.

Food Allergens
OPEN ENROLLEMENT

Food allergens are one of the most common reasons for food recalls. Allergen control is an essential part of every food safety program and required by the new FDA Food Safety Modernization Act (FSMA) rule for “Preventive Controls for Human Food”. The training class will explain the eight major allergens and how to set up an effective allergen program to avoid cross contact and ensure food safety. Participants will create a framework of the allergen program which can be later customized to their business. A certificate for successful completion will be issued after passing the written knowledge test at the end of the training class.

Food Recalls And Withdrawals
OPEN ENROLLEMENT

Recall and withdrawal procedures are required for food manufacturers under the final FDA Food Safety Modernization Act (FSMA) rule for “Preventive Controls for Human Food”. The participants will learn about the elements of a recall and withdrawal procedures and how an effective recall and withdrawal plans need be defined, implemented and frequently tested. The participants will actively work on the development of a recall plan for their facility and will be able to complete a first draft by the end of the training classes. The participant will receive a certificate for successful completion of the training after passing the written knowledge test at the end of the training class.

Food Safety: Cleaning & Sanitation
OPEN ENROLLEMENT

Proper cleaning and sanitizing are essential to producing high quality, safe food products. A well-informed and trained staff provides the foundation for safe food processing. Class covers the following areas: differences between cleaning and sanitation, the four factors of cleaning (TACT WINS), hygienic design, seven steps of sanitation, wet vs. dry cleaning, SSOPs and more! Course also touches on broader categories of cGMP and allergens in the context of cleaning and sanitation. The participant will receive a certificate for successfully completion of the training after passing the written knowledge test at the end of the training class.

Food Safety: Corrective Action and Root Cause Analysis for Manufacturers
OPEN ENROLLEMENT

Corrective action and root cause analysis are essential methodologies to address systemic problems and improve the effectiveness of procedures and management systems. In the first part of the training class, participants will learn the common methodologies of root cause analysis and how to apply them during case studies and practical exercises. The second part of the training class will focus on the implementation of an effective corrective action process including methodologies and evaluation of effectiveness. The participant will receive a certificate for successful completion of the training after passing the written knowledge test at the end of the training class.
**FSPCA Foreign Supplier Verification Programs**

**OPEN ENROLLEMENT**

The following course will provide the knowledge to implement the requirements of the Foreign Supplier Verification Programs for importers of food for humans and animals. This course will provide participants with the knowledge to implement the requirements of the “Foreign Supplier Verification Programs (FSVP) for Importers of Food for Humans and Animals” regulation of the U.S. Food and Drug Administration (FDA).

**FSPCA Preventive Controls for Human Food Course**

**OPEN ENROLLEMENT**

The rule for “Preventive Control for Human Food” which was released in September 2015 to support the implementation of the FDA Food Safety Modernization Act (FSMA) requires food manufacturers to implement written food safety plans. Every Food Manufacturing Company is required to have a FDA registered PCQI or have access to an independent PCQI available to them within 24 hours. The training participants will get familiar with all requirements of being a PCQI and the understanding on how to design a food safety plan that meets FDA requirements. In addition best practices and examples will be presented and participants can apply the freshly gained knowledge during practical exercises which show how to achieve compliance to the requirements. The participant will receive a certificate for successfully completion of the training after passing the written knowledge test at the end of the training class.

**HACCP (Hazard Analysis and Critical Control Points)**

**OPEN ENROLLEMENT**

Training participants will learn about the background of HACCP as a food safety system and how it can be practically applied. The course covers the 5 preliminary steps and 7 HACCP principles which are required by the codex alimentarius. In addition best practices and examples will be presented and participants can apply the freshly gained knowledge during practical exercises which show how to apply the HACCP principles and achieve compliance to the requirements. The participant will receive a certificate for successful completion of the training after passing the written knowledge test at the end of the training class.

**Internal Auditing For Food Safety Management Systems**

**OPEN ENROLLEMENT**

This Internal Auditor Training Class is designed to train your personnel to become qualified and confident to conduct internal audits in a positive, constructive approach to ensure the effective implementation of a Food Safety Management System. Besides the fundamentals and phases of the audit process this class focuses in addition on the particular requirements of food safety management systems and how to evaluate effectiveness. Practical exercises and case studies will facilitate the learning process. Further, the participants will have the opportunity to work on their individual internal audit plan during the training class. The participant will receive a certificate for successfully completion of the training after passing the written knowledge test at the end of the training class.

**OE: Ensuring Compliance with Advertising and Promotional Requirements for Drugs and Medical Devices**

**OPEN ENROLLEMENT**

Federal regulation of the advertising and promotion of pharmaceuticals and medical devices reflects an aggressive attitude on the part of the regulators that demands, in turn, that industry be keenly aware of the legal and regulatory duties, as well as key recent trends in enforcement activities by the Federal Government.

This course will explore in detail what FDA requires of drug and device firms as well as recent current hot buttons in FDA enforcement activity for the advertising arena.

**SQF Practitioner**

**OPEN ENROLLEMENT**

Participants will learn about the role and responsibilities of the SQF practitioner, the structure of the SQF code (Edition 8.1), SQF certification audits and scoring system. The requirements of Module 2: “SQF system elements” of and Module 11: “Food safety fundamentals for food manufacturing” of the standard will be explained in detail and discussed under the SQF Food Safety Code for Manufacturing. The participants will receive a certificate for successful completion of the training after passing the written knowledge test at the end of the training class. They can also choose to take the online exam at the SQFI institute for certification.
EVENTS AND ENGAGEMENT

‘MADE IN NEW JERSEY’ MANUFACTURING DAY

NJMEP celebrates New Jersey manufacturers who develop and manufacture products and unlock new technologies that grow our economy. They create jobs through entrepreneurship, and their competitiveness revitalizes American manufacturing. National Manufacturing Day aims to empower manufacturers, change public perception about the industry, highlight its economic impacts, and introduce more people to the vast career opportunities in the industry.

STATE-OF-THE-STATE

This event brings together manufacturing and STEM Firm executives, and NJ elected officials to network and discuss opportunities and challenges within the industry. You will have the opportunity to listen to industry experts discuss best business practices.

CAPITAL HILL DAY

MEP is a catalyst for strengthening American manufacturing – accelerating its ongoing transformation into a more efficient and powerful engine of innovation driving economic growth and job creation. NJMEP is one of over 50 MEP Centers across the U.S. and Puerto Rico. Hill Day consists of meetings with each of the New Jersey congressional delegates in the House and Senate office buildings to discuss manufacturing and the important role that NJMEP and the MEP National Network play in assisting small to mid-sized U.S. manufacturers.

FACILITY TOURS

NJMEP has a long history of working with manufacturers to set up visits by legislators, students and scouts. These visits are key to raising the awareness of the power of manufacturing as both an economic driver in the State and as a viable career path. The importance of manufacturing in New Jersey is often overlooked. Hosting a visit can change that. Give us a call... we'll work with you to set up a visit.
II. COUNTY CONTACTS / OFFERINGS, OTHER RESOURCES

COUNTY COLLEGES

ATLANTIC COUNTY
Atlantic County Community College
Scott Griffin, Program Coord.
(609) 343-5651
sgriffin@atlantic.edu
Certificate
Baking Pastry
Baking and Pastry
Business Administration
Business Paraprofessional Management
Degree
Business Administration
Computer Applications
Computer Programming
Computer System Support
Engineering

BERGEN COUNTY
Bergen Community College
Barbara Beucler, Program Supervisor
(201) 689-7628
bbeucler@Bergen.Edu
Certificate
Accounting
Computer Training
Six Sigma Greenbelt
Degree
Business Administration
Business Administration Marketing
Business Management
Integrated Marketing
Project Management

BURLINGTON COUNTY
Rowan College at Burlington County
Leah Arter,
Director of Business Engagement
(856) 222-9311x2545
larter@rcbc.edu
Linda Bobo, Director
(856) 222-9311x2545
lbobo@rcbc.edu
Certificate
Cooking and Baking
Small Business
Degree
Construction Management
Electrical Engineering Technology
Retail Management Technology

CAMDEN COUNTY
Camden County College
Carol McCormick, Director
(856) 374-4908
cmccormick@camdencc.edu
Certificate
CADD
Computer Aided Mechanical Drafting and Design
Computer Graphics
Computer Science
Engineering Technology
Engineering Science
Management Business
Technology - Manufacturing
Degree
Accounting
Biotechnology
Business Administration
CADD
Computer Aided Mechanical Drafting and Design
Computer Graphics
Computer Information Systems
Entrepreneurship/ Small Business Leadership
Retailing and Retail Operations

CUMBERLAND COUNTY
Cumberland County College
Dr. Terrence Hardee, Executive Director of Workforce
856-776-2370
thardee@cccnj.edu
Certificate
CAD/ Drafting
Construction Supervision
Engineering Technology/CAD/ Industrial Mechanics
Engineering Technology, Electronic
Engineering Technology
Entrepreneurship/ Small Business Leadership
Retailing and Retail Operations

ESSEX COUNTY
Essex County Community College
Behr Maureen, Director
(973) 877-3300
behr@essex.edu
Certificate
Business Development
Software Development and Programming
Degree
Applied Computer Science
Electronic Engineering Technology
Manufacturing Engineering Technology

For additional help contact Mike Womack, Marketing & Communications Manager - mwomack@njmep.org
GLOUCESTER COUNTY
Rowan College at Gloucester County
Magid Allen, Director
(856) 468-5000 ext. 5503
amagid@rcgc.edu
Certificate
Engineering Technologies
Civil Engineering Technologies
Drafting & Design
Management
Technology Help Desk Support
Degree
Automotive Technology
(Ford ASSET Program)
Business Administration
Engineering Science
Process Technology
Technical Studies
Technical Studies - Business Track

HUDSON COUNTY
Hudson County Community College
Mirasol Catherina, Director
(201) 360-4241
cmirasol@hccc.edu
Degree
Business Administration
Computer Technology
Electronics Engineering Technology
Hospitality Management
(Entrepreneurship)
Management
Technical Studies

HUNTERDON COUNTY
Raritan Valley Community College
Joanie Coffaro, Director
(908) 526-1200 x8639
joananne.coffaro@raritanval.edu
Certificate
Advanced Manufacturing Technology
Automotive Technology
Commercial Energy Management Technology
Computer Programming
Electric Utility Technology
Financial Services Option in Business Management
General Business Option in Business Management
Information Science & Technology
Marketing Option in Business Management
Technical Studies
Web Developer
Degree
Business Management-Overview of Options
Commercial Energy Management Technology
Computer Programming
Electric Utility Technology
Financial Services Option in Business Management
General Business Option in Business Management
Information Science & Technology
Marketing Option in Business Management
Technical Studies
Web Developer

MERCER COUNTY
Mercy County Community College
Leah Pontani, Dean
(609) 570-3656
pontani@mhcc.edu
Certificate
Advanced Manufacturing Technology
Business Communication
Database Administration
Digital Media Arts
Electronics Engineering Technology
Engineering Science
Microcomputer Applications
Network Engineering Technology
Professional Baking
Project Management Professional
Small Business Management
Web Design
Degree
Accounting
Advance Manufacturing
Advanced Manufacturing Technology
Business Administration
Chemistry
Computer Information Systems
Computer Networking and Technology
Computer Science
Database Administration
Digital Media Arts
Electrical Engineering Technology
Engineering Science
Mathematics
Microcomputer Applications
Network Engineering Technology
Physics
Technical Studies

MIDDLESEX COUNTY
Middlesex County College
Roseann Bucciarelli, Dean,
Continuing Education
(732) 906-4681
r Buccanerelli@middlesexc.cc.edu
Certificate
Automotive Technology
Computer Aided Drafting
Electrical Engineering Technology
Degree
Electrical Engineering Technology
Management
Mechanical Engineering Technology
Small Business Management

MONMOUTH COUNTY
Brookdale Community College
Joan Scocco, Director of Operations
(732) 224-2349
jscocco@brookdalecc.edu
Certificate
Advanced Automotive Technician
Academic Credit Certificate of Achievement
Automotive, Brakes, Steering, Suspension and Alignment
Specialist Academic Credit Certificate of Achievement
Automotive Electrical/Power Systems Specialist Academic Credit Certificate of Achievement
Automotive Engine Performance Specialist Academic Credit Certificate of Achievement
Automotive Transmission Systems Specialist Academic Credit Certificate of Achievement
Computer Repair Academic Credit Certificate of Achievement
Degree
Automotive Technology Program
Business Management
Business Administration
Computer Science Program
Electric Utility Technology Program,
Overhead Lines
Electric Utility Technology Program,
Substation Option
Electronics Technology Program,
Electronic/Computer Technician Option
Electronics Technology Program,
MONMOUTH COUNTY
(continued)
Electronics Engineering Technology Option
Engineering Program
Mathematics/Science Program, Mathematics Option
Mathematics/Science Program, Physics Option
Mathematics/Science Program, Science Option
Network Information Technology

MORRIS COUNTY
County College of Morris
Irena Kaler, Director
(973) 328-5085
ikalero@ccm.edu
Certificate
Advanced Electronics
Advanced Mechanical Analysis
Assembly & Test
Basic Electronics
CAD/CAM Drafting
Engineering Technology
Mechanical CAD
Degree
Biomedical Equipment
Business Administration
Chemical Technology
Electronics Engineering Technology
Engineering Science
Small Business Management

OCEAN COUNTY
Ocean County College
Kaitlin Everett, Director of Continuing Education and Workforce Development
(732) 255-0400x2816
keverett@ocean.edu
Certificate
Biology
Business Administration
Chemistry
Computer Technology
Engineering
Information Systems & Information Technology
Math
Physics
Technical Studies
Degree
Biomedical Equipment
Business Administration
Chemical Technology
Electronics Engineering Technology
Engineering Science
Small Business Management

PASSAIC COUNTY
Passaic County Community College
Janet Albrecht, Dean, Continuing Education/Workforce Development
(973) 684-5536
jealbrecht@pccc.edu
Certificate
Baking
AutoCAD Drafting
Computerized Accounting
Graphic Design
IT Network Administration
IT Technical Support
IT Web and Mobile Development
Welding
Plumbing Technology
Microcomputer Software Specialist
Degree
Biomedical Equipment
Business Administration
Chemical Technology
Electronics Engineering Technology
Engineering Science
Small Business Management

SALEM COUNTY
Salem Community College
Ron Burkhardt, Director
(856) 351-2651
rburkhardt@salemcc.edu
Certificate
Administrative Assistant
Degree
Business Administration
Chemistry

SOMERSET COUNTY
Raritan Valley Community College
Joanie Coffaro, Director
(908) 526-1200 x8639
joananne.coffaro@ravinval.edu
Certificate
Advanced Manufacturing
Automotive Technology
Commercial Energy Management Technology
Computer Programming
Computer Support
Web Developer
Degree
Business Management-Overview of Options
Commercial Energy Management Technology
Computer Programming
Electric Utility Technology
Financial Services Option in Business Management
General Business Option in Business Management
Information Science & Technology Marketing Option in Business Management
Technical Studies
Web Developer

SUSSEX COUNTY
Sussex County College
Jon Connolly, Ph.D, President
(973) 300-2124
wfullem@sussex.edu
Certificate
Computer Information Systems
Machine Tool Technology
Web Design
Web Publishing
Degree
Accounting
Business Administration
Business Management
Chemistry
Computer Information Systems
Computer Science
Engineering Science
Information Systems
Machine Tool Technology
Mathematics
Scientific Glass Technology
Technical Studies
they need to pursue careers in a wide variety of areas, including engineering technology, and benefit from dual-enrollment coursework that allows them to earn advanced standing in several technical associates degree programs at Bergen Community College, including an A.A.S. program in General Engineering Technology.

Other manufacturing-related programs
- Academy for Business and Finance
- Academy for Engineering and Design Technology
- Academy for Medical Science Technology
- Academy for Technology and Computer Science
- Academy for the Advancement of Science and Technology
- Aerospace Engineering
- Automotive Engineering Technology
- Biomedical Sciences
- Computer Science
- Culinary Science/Culinology
- Digital Media
- Electrical Trades
- Engineering Technologies and Engineering-Related Fields
- Strategic Asset Management

**Adult Training Programs**
- 3D Printing
- Apprenticeship related technical instruction
- Computer training
- Electrical trades
- Makerspace
- Welding

**ATLANTIC COUNTY INSTITUTE OF TECHNOLOGY**
**MAYS LANDING**

**Dr. Philip Guenther, Superintendent**
(609) 625-2249, ext. 1401
pguenther@acitech.org

**Manufacturing-related programs**
- Academy of Aviation Technology
- Academy of Building Trades
- Academy of Culinary Arts
- Academy of Information Technology
- Academy of Math Engineering & Science
- Auto Technology
- Computer-Aided Drafting & Design

**Adult Programs**
- Welding

**BERGEN COUNTY TECHNICAL SCHOOL**
**PARAMUS, TETERBORO, HACKENSACK**

**Dr. Howard Lerner, Superintendent**
(201) 343-6000, ext 4005
howler@bergen.org

**Applied Technology High School, Paramus**
With a curriculum centered on “smart machines,” students learn to apply math, science, and technology to hands-on projects in the fields of automation, electronics, and advanced manufacturing. They also learn the essential skills they need to pursue careers in a wide variety of areas, including engineering technology, and benefit from dual-enrollment coursework that allows them to earn advanced standing in several technical associates degree programs at Bergen Community College, including an A.A.S. program in General Engineering Technology.

**BURLINGTON COUNTY INSTITUTE OF TECHNOLOGY**
**MEDFORD AND WESTAMPTON**

**Dr. Christopher Nagy, Superintendent**
(609) 267-4226, ext 8200
cnagy@burlcoschools.org

**Advanced Manufacturing and Fabrication Program, Medford**
Operated through a partnership with Rowan College at Burlington County, the new Advanced Manufacturing and Fabrication Program includes a general overview of the manufacturing industry and advanced manufacturing processes, as well as specific coursework in CNC, computer assisted design (CAD), machining, and welding, all aligned with a rigorous academic program.

**Other manufacturing related programs**
- Architecture and Design Technology
- Automotive Technology
- Computer Aided Drafting and Design
- Electrical Technology
- Electronic & Computer Engineering Technology Academy
- Heavy Equipment/Diesel Technology
- Information Technology
- Pre-Engineering
- Welding Technology

**Adult Programs**
- Advanced Manufacturing and Fabrication (similar to HS program)
- Apprenticeship related technical instruction
- Welding Technology
CAMDEN COUNTY
TECHNICAL SCHOOLS,
PENNSAUKEN AND
GLOUCESTER TOWNSHIP
Patricia Fitzgerald, Superintendent
(856) 767-7000 ext. 5401
pfitzgerald@ccts.net

Pre-engineering/Industrial Track
The Pre-Engineering curriculum focuses on engineering practices relative to problem solving, conceptual and product design, programming, manufacturing, documentation, and presentation. Applications to these processes include but are not limited to: 3D modeling, robotics programming, rapid prototyping, conventional and CNC machining, and digital electronics. Students use computers, engineering graphics, testing devices, and other equipment in a laboratory setting. Students also learn the principals of technical reading and writing, and legal and professional ethics of engineering.

Other manufacturing related programs
Accounting and Finance
Automotive Technology
Digital Media Communications
Environmental Studies
Graphic Arts and Design
Green Engineering and Design
Information Technology
Pre-Engineering
Welding

CAPE MAY COUNTY
TECHNICAL SCHOOL
DISTRICT, CAPE MAY COURT HOUSE
Dr. Nancy Hudanich, Superintendent
(609) 380-0210
nhudanich@capemaytech.com

Manufacturing-related programs
Automotive Technology
Food Production Technology
HVAC Heating, Ventilation, Air Conditioning-Refrigeration/
Sustainable Energy
Information Technology
Pre-engineering Technology with CAD, Robotics and UAS
Small Engines & Light Diesel Technology
Welding

Adult Programs
Computer Technology

CUMBERLAND COUNTY
TECHNICAL EDUCATION, VINELAND
Dr. Dina Rossi, Superintendent
(856) 451-9000 ext. 2201
drossi@ccctechnj.org

Manufacturing-related programs
Automotive Technology
Engineering
Business/Information Technology
Welding

Adult Programs
Automotive Technology
Industrial Maintenance

ESSEX COUNTY SCHOOLS
OF TECHNOLOGY,
DONALD M. PAYNE, SR. TECH (NEWARK),
NEWARK TECH AND WEST CALDWELL TECH
Dr. James M. Pedersen, Superintendent
(973) 412-2050
jpedersen@essextech.org

Manufacturing-related programs
CAD/CADD Drafting
Drafting and Design Technology
Electrical Maintenance and Construction
Green Energy Academy
Pre-Engineering
Robotics
Welding Technology

Adult Programs
Welding

GLOUCESTER COUNTY
INSTITUTE OF TECHNOLOGY, SEWELL
Michael Dicken, Superintendent
(856) 468-1445 ext. 2702
mdicken@gcecnj.org

Manufacturing-related programs
Academy of Engineering
Academy of Finance and Business Management
Academy of Information Technology and Digital Communications
Automotive Technology
School of Construction Technology
(HVACR/Electrical/Plumbing/Building Trades)
School of Culinary Arts
Welding

Adult Programs
School of Construction Technology
(HVACR/Electrical/Plumbing/Building Trades)
School of Culinary Arts
Welding

HUDSON COUNTY
SCHOOLS OF TECHNOLOGY,
SECAUCUS AND JERSEY CITY
Amy Lin-Rodriguez,
Acting Superintendent
(201) 662-6701
alinrodriguez@hcstonline.org

D-FAB: Design, Fabrication and Mechatronics
This new program, focused on design, fabrication and mechatronics, will grow the next generation of technology workers through skill development and flexible degree pathways. With multiple access points and degree/training options for learners from high school through college, the program has been planned and implemented in collaboration with employers and higher education. The program will utilize the dual training model employed in Germany, through which students will learn in school and on the job.

Other manufacturing related programs
Academy of Biomedical Sciences
Academy of Environmental Sciences and Sustainability
Architecture & Design
Business

HUDSON COUNTY
continued

Computer Programming
Engineering Technology
Industrial Design & Animation

Adult Programs
Computer Aided Drafting & Design
Welding

HUNTERDON COUNTY
VOCATIONAL SCHOOL DISTRICT. FLEMINGTON
(AND ACADEMY LOCATIONS AT REGIONAL HIGH SCHOOLS)
Dr. Kimberly Metz, Superintendent  
(908) 788-1119, ext 2001  
kmetz@hcvsd.org

Manufacturing-related programs
Biomedical Sciences Academy  
Computer Science and Applied Engineering Academy  
Environmental Sustainability and Engineering Academy  
Automotive Technology  
Computer Science  
Construction Science  
Environmental Sustainability & Engineering  
Heavy equipment operations

Adult Programs
Computers  
Welding

MERCER COUNTY TECHNICAL SCHOOLS, TRENTON AND PENNINGTON
Dr. Kimberly Schneider, Superintendent
(609) 586-2129, ext 1000  
Kschneider@mcts.org

Full Time STEM Academy
The Mercer County Technical School District launched a STEM (science, technology, engineering and math) Academy in September 2015. The STEM Academy, a partnership with Mercer County Community College, provides Mercer County high school students with academically challenging and rigorous curriculum including Project Lead The Way, a project and problem-based curriculum. Students are working toward the completion of college credits and industry credentials while in high school. Student learning is enhanced through key business partnerships allowing for multiple workplace readiness and experiential learning opportunities. In this specialized learning environment, students will apply what they know, identify problems, find unique solutions, and lead their own learning.

Manufacturing-related programs
Architecture, Engineering and Design  
Automotive Technology  
Building Maintenance Trades  
Business Office Applications and Technology  
Diesel Technology  
Information Technology

Adult Programs
Black Seal Boiler  
Blue Seal Refrigeration  
Diesel/Truck Technology  
HVACR Principles  
Ind. Pneumatics (IMM)  
Machine Shop  
Machine Tool & Die  
Welding

Certificate Programs
Computer Applications for Business

MIDDLESEX COUNTY VOCATIONAL & TECHNICAL SCHOOLS, EAST BRUNSWICK, EDISON, PISCATAWAY, PERTH AMBOY AND WOODBRIDGE
Dianne Veilleux, Superintendent
(732) 257-3300 ext 1911  
veilleuxd@mcts.net

MIDDLESEX COUNTY PRE-ENGINEERING AND MANUFACTURING TECHNOLOGY
Jorge E. Diaz, Superintendent
(732) 257-3300 ext 191  
diazj@mcmsnj.net

Pre-Engineering and Manufacturing Technology Program, East Brunswick
This new program includes instruction on tools, materials, production process, machine operations, automated line operations, technical and quality control, engineering analysis, instrumentation, programmable logic controllers (PLCs), electronics, hydraulics and pneumatics, process control, computer aided design (CAD), computer-aided manufacturing (CAM), and robotics.

Other manufacturing-related programs
Academy for Allied Health and Biomedical Science  
Academy for Science, Mathematics and Engineering  
Agriscience Technology  
Automotive Technology  
Civil/Mechanical Engineering Technology  
Computer Applications for Business  
Computer – Assisted Drafting (CAD)  
Electrical/Computer Engineering Technology  
Electrical Technology  
Global Logistics  
Machine Tool Technology and Fabrication  
Supply Chain Management  
Welding

Apprenticeship Programs
Electrical Trades  
Instrumentation  
Machine Trades  
Maintenance Mechanics/ Millwrighting  
Welding

MONMOUTH COUNTY VOCATIONAL SCHOOL DISTRICT, FREEHOLD, NEPTUNE, LINCROFT AND OTHER LOCATIONS THROUGHOUT MONMOUTH COUNTY
Timothy McCorkell, Superintendent
(732) 431-7942 ext 7946  
tm@ctemc.org

Pre-Manufacturing and Robotics, Eatontown
MCVSD partners with Festo Didactic, Inc., to offer shared-time high school juniors and seniors the opportunity to prepare for careers in advanced manufacturing, engineering & robotics. Students earn industry-recognized certifications and participate in hands-on experiences as well as on-the-job training through internships and other structured learning experiences.

Other manufacturing-related programs
Biotechnology High School  
High Technology High School  
Marine Academy of Science and Technology  
Automotive Technology  
Building Trades  
Carpentry  
Diesel Mechanics  
Electricity  
HVAC  
Materials Handling  
Marine Trades  
Plumbing & Pipefitting

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT, DENVILLE, RANDOLPH AND OTHER LOCATIONS IN MORRIS COUNTY
Scott Moffit, Superintendent
(973) 627-4600, ext 213  
moffitts@mcvts.org

MONMOUTH COUNTY VOCATIONAL SCHOOL DISTRICT, FREEHOLD, NEPTUNE, LINCROFT AND OTHER LOCATIONS THROUGHOUT MONMOUTH COUNTY
Timothy McCorkell, Superintendent
(732) 431-7942 ext 7946  
tm@ctemc.org

Pre-Manufacturing and Robotics, Eatontown
MCVSD partners with Festo Didactic, Inc., to offer shared-time high school juniors and seniors the opportunity to prepare for careers in advanced manufacturing, engineering & robotics. Students earn industry-recognized certifications and participate in hands-on experiences as well as on-the-job training through internships and other structured learning experiences.

Other manufacturing-related programs
Biotechnology High School  
High Technology High School  
Marine Academy of Science and Technology  
Automotive Technology  
Building Trades  
Carpentry  
Diesel Mechanics  
Electricity  
HVAC  
Materials Handling  
Marine Trades  
Plumbing & Pipefitting

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT, DENVILLE, RANDOLPH AND OTHER LOCATIONS IN MORRIS COUNTY
Scott Moffit, Superintendent
(973) 627-4600, ext 213  
moffitts@mcvts.org
MORRIS COUNTY - ENGINEERING DESIGN AND ADVANCED MANUFACTURING

Shari Castelli
(973) 627-4600 ext. 206
castellis@mcvts.org
Engineering School Morris

Engineering, Design and Advanced Manufacturing (EDAM)
EDAM is a shared-time programs for high school juniors and seniors offered by MCVSD and the County College of Morris (CCM) in partnership with several manufacturing companies. Located on the campus of CCM in Randolph, this program offers students classes in engineering, computer science, electronics, and other technology applications to earn college credits before high school graduation. Students enrolled in EDAM will also earn CCM certificates of achievement in Mechanical Computer Aided Drafting and Engineering Technology.

Other manufacturing-related programs
Automotive Technology
Biotechnology (Mountain Lakes HS)
Computer & Information Sciences
Cybersecurity & Information Protection
at CCM
Environmental Science (Jefferson HS)
Finance & International Business
Math, Science & Engineering (Morris Hills HS)
Machining & Welding Technologies

OCEAN COUNTY VOCATIONAL-TECHNICAL SCHOOL, TOMS RIVER, BRICK AND OTHER LOCATIONS THROUGHOUT OCEAN COUNTY

William Hoey, Superintendent
(732) 240-6414 ext. 3318
whoey@mail.ocevt.com

Precision Machine Technology
(a 10-month accelerated program for adult students)
The OCVTS Precision Machine Technology Program (PMT) offers accelerated training in modern and relevant career pathways in the manufacturing industry. Areas of study include: Computer Numerical Control (CNC) theory and operations, manual machine operations (mill and lathe), basic welding, automation, prototyping, production planning, CNC milling, CNC lathe, engineering analysis and quality control, theory, programming and operations, and robotics. Students are afforded the opportunity to receive OSHA-10 Safety Certification Training.

Other manufacturing-related programs
Agricultural & Environmental Sciences
Architectural/Engineering Design
Aviation Aerospace Technology
Automotive Technology
Building Construction Technology
Computer Science
Computer Service Repair
Electrical Trades/Integrated Cabling Technology
Fashion Merchandising/Design
Marine Academy of Technology and Environmental Science (MATES)
Marine Trades
Welding

PASSAIC COUNTY TECHNICAL INSTITUTE, WAYNE

John Maiello, Superintendent
(973) 389-4203
jmaiello@pcti.tec.nj.us

School of Applied Technology
Manufacturing Technology introduces young minds to the metal fabrications industry. The goal of the course work is to prepare students for entry level employment in the machining industry or to continue on to post-secondary training. Students work in a state of the art manufacturing training facility. The technical lab is equipped with a computer lab offering training in MasterCam, and has a production floor equipped with manual lathes, mills, surface grinders, saws and surface grinders. The CNC lab is equipped with state of the art HAAS lathes and mills. Recently the program has adopted an articulation agreement offering 10 credits in Applied Metrology, Machine Tool Principles and CNC Programming. Upon completion of this comprehensive program, students are afforded the opportunity to either enter the workforce, continue to post-secondary training or a combination of both pathways.

School of Engineering Technology
Aerospace
Electronics/Technology
Mechanical

SALEM COUNTY TECHNICAL SCHOOLS, WOODSTOWN AND OTHER LOCATIONS THROUGHOUT SALEM COUNTY

John R. Swain, Superintendent
(856) 769 0101 ext 5301
jswain@scvts.org

Manufacturing-related programs
Academy of Medical Sciences
Academy for Energy Applications
Computer-Assisted Design and Drafting
Electrical Technology
Welding Technology

Adult programs
Welding
SOMERSET COUNTY
VOCATIONAL & TECHNICAL SCHOOLS, BRIDGEWATER
Dr. Chrys Harttraft, Superintendent
(908) 526-8900 ext. 7276
charttraft@scvts.net

Mechatronics, Engineering and Advanced Manufacturing (MEAM)
The MEAM program is offered through a partnership with Raritan Valley Community College (RVCC), as well as local businesses to educate students to apply mathematical and scientific principles to the design, development and operational evaluation of physical systems used in manufacturing and end-product systems used for specific uses. As part of the partnership, RVCC will offer a minimum of thirteen college credits for students who successfully complete the program. Upon graduation, students will be ready to enter the workforce or pursue further education in highly coveted science, technology, engineering and math (STEM) careers.

Other manufacturing-related programs
Automotive/Diesel technology
Integrated technology systems
Plumbing and environmental technology
Welding

SUSSEX COUNTY
TECHNICAL SCHOOL, SPARTA
Gus Modla, Superintendent
(973) 383-6700 ext. 211
gmodla@sussex.tec.nj.us

Manufacturing-related programs
Architectural Technology
Electrical Technology
Electronic Commerce (E-Commerce)
Electronics Technology
Engineering
Welding

Adult programs
Apprenticeship training
Welding

UNION COUNTY
VOCATIONAL-TECHNICAL SCHOOLS, SCOTCH PLAINS
Gwendolyn Ryan, Acting Superintendent
(908) 889-8288 ext 120
gryan@ucvts.org

Manufacturing-related programs

Union County Magnet High School
(engineering)
Makerspace

Academy for Information Technology

Union County Vocational-Technical High School
School of Design
School of Sustainable Sciences

Union County Career & Technical Institute
Automotive Technology
Electrical Technology
Welding Technology

Adult programs
Electrical Technology
Automotive Technology

WARREN COUNTY
VOCATIONAL-TECHNICAL SCHOOL, WASHINGTON, NJ
Ray Gara, CIE/Apprentice Coordinator
(908) 835-2841
garar@wctech.org

Manufacturing-related programs
Electronics technology
Engineering and architecture
Welding and fabricating
# Workforce Development Boards

**Atlantic County WDB**  
Francis Kuhn, Executive Director  
(609) 485-0153 ext. 4805  
kuhn_fran@aclink.org  
https://atlanticcountywdb.com/

**Bergen County WDB**  
Tammy Molinelli, Executive Director  
Phone: (201) 343-8830 ext. 4004  
tammol@bergenorg  
http://bergenworkforce.org/

**Burlington County WDB**  
Kelly A. West, Executive Director  
(609) 265-5603  
kwest@rcbc.edu  
http://www.co.burlington.nj.us/327/Workforce-Development-Board

**Camden County WDB**  
Jeffrey S. Swartz, Acting Executive Director  
(856) 751-1500  
jeff@ccwib.com  
http://ccwib.com/home.html

**Cumberland/Salem/Cape May WDB**  
Allison Spinelli, Executive Director  
(856) 696-5600 ext. 3004  
aspinelli@ccoel.org  
http://www.co.cumberland.nj.us/content/22602/23188/24016/25192.aspx

**Essex County WDB**  
Howard Weiss, Acting Executive Director  
(973) 621-2011  
howard.weiss@dol.nj.gov  
http://essexcountynj.org/economic-dev-training-employment/

**Gloucester County WDB**  
Michelle Shirey, Director  
(856) 384-6902  
mshirey@co.gloucester.nj.us  
http://www.gloucestercountynj.gov/depts/w/wib/default.asp

**Greater Raritan WDB**  
Paul Grzella, Interim Director  
(908) 218-4300  
grzella@co.somerset.nj.us  
https://www.thegrwdb.org/

**Hudson County-Jersey City WDB**  
Michelle Defilippo – Director  
(201) 369-4373, ext. 2506  
mdefilippo@hcnj.us  
https://hcjcwdb.org/

**Mercer County WDB**  
Virgin Velez, Director  
(609) 989-6824  
vvelez@mercercounty.org  
https://www.mercercounty.org/departments/one-stop-career-center

**Middlesex County WDB**  
Kevin Kurzdziel, Director  
(732) 745-3601  
kevin.kurzdziel@dol.nj.gov  
https://www.mcwdb.org/

**Monmouth County WDB**  
Lawrence Sternbach, Executive Director  
Phone: (732) 683-8850 x 3711  
Lawrence.Sternbach@dol.nj.gov  
https://workinmonmouth.com/

**Morris/ Sussex/Warren WDB**  
Dr. Jane Armstrong, Executive Director  
(973) 829-8661  
jarmstrong@co.morris.nj.us  
https://mswwdb.org/

**Newark WDB**  
Karen S. Gaylord, Executive Director  
(973) 733-7933  
gaylordk@ci.newark.nj.us  
http://www.newarkwdb.org/  
https://sites.google.com/view/nlwdb/home

**Ocean County WDB**  
Tracy Maksel, Director  
(732) 506-5374  
tmaksel@co.ocean.nj.us  
http://www.co.ocean.nj.us/OC/OCDHS/formWDB.aspx

**Passaic County WDB**  
Duwan Bogert, Director  
(973) 569-5082  
duwanb@passaiccountynj.org  
http://wdbpc.org/

**Union County WDB**  
Antonio Rivera, Director  
(908) 527-4195  
airivera@ucnj.org  
http://ucnj.org/wdb/
TRADE SCHOOLS

DeVry University
(732) 729-3960, (866) 338-7934
www.devry.edu/universities/new-jersey/north-brunswick-campus.html

Eastwick College
Sean Mitchell
(973) 755-1766 ext 8416
smitchell@hohokus.edu

Hohokus School Of Trade and Technical Sciences
Marco Zambonino, Admissions Director
(862) 437-8405
mzambonino@hohokus.edu

Lincoln Tech
Susan English
(844) 215-1513
senglish@lincolntech.com
www.lincolntech.edu/contact

Universal Technical Institute
Steve McElfresh, Campus President
(973) 866-2202
smcelfresh@uti.edu
www.uti.edu

Universal Technical Institute
Courtney Woodward, Employment Services Director
(973) 866-2233
cwoodward@uti.edu
www.uti.edu

4 YEAR COLLEGES

Berkeley College
David J. Bertone, Vice President of Undergraduate Enrollment
Tel: (201) 967-9667 ext. 1209
Fax: (201) 265-6446
tel@berkeleycollege.edu

Montclair State University
Peter J. McAliney, Ph.D.
Executive Director, Continuing and Professional Education
Tel: (973) 655-6824
Fax: (973) 655-3403
mcalineyp@mail.montclair.edu

New Jersey Innovation Institute at NJIT
Ian Trammell, Executive Director
Economic & Cluster Development
MLK Boulevard, Newark, NJ 07102
(973) 596-5578
ian.trammell@njii.com

New Jersey Institute of Technology
Raymond Vaccari, MBA, PMP
NJIT Director of Advanced Manufacturing Programs
University Heights
Fenster Hall Room 157
Newark, NJ 07102-1982
(973) 596-3065
raymond.vaccari@njit.edu

Rowan University
Horacio Sosa, PhD
Vice President, Division of Rowan Global Learning & Partnerships (Rowan Global)
201 Mullica Hill Rd., Savitz Hall
Glassboro, NJ 08028
(856) 256-5121
sosa@rowan.edu

Rutgers University
Dalynn R. Knigge, MLIS
Assistant Director, Continuing Studies
(732) 584-6365
knigge@ rutgers.edu
lifelonglearning.rutgers.edu

Stevens Institute of Technology
Allison Ruppino, Director for Continuing and Professional Education
(201) 788-4986
www.webcampus.stevens.edu/
Allison.Ruppino@stevens.edu
AFFILIATED ASSOCIATIONS

Special thanks to our affiliates: There are many complimentary organizations in New Jersey that we partner with in order to work to keep New Jersey a place where we can educate and employ our workforce. We thank them for their support.

African American Chamber of Commerce
Jacqueline Baptiste
Executive Assistant to Founder, President & CEO
(609) 571-1620
jbaptiste@aacnj.com

Chamber of Commerce Southern NJ
Debra DiLorenzo, President & CEO
(856) 424-7776 x114
ddilorenzo@chambersnj.com

Chemical Industry Council
Dennis Hart
(609) 392-4214
dhart@chemistrycouncilnj.org

Commerce and Industry Association of New Jersey
Anthony Russo, President
(201) 368-2100
aruoso@cianj.org

Employer Association of New Jersey
Jonathon Illeynye, Research and Special Projects
jonathon@eajnj.org

Food Institute of NJ
Brian Choi, Managing Partner / CEO
(855) 791-5570
brian.todd@foodinstitute.com

Material Handling Society of NJ, Inc.
Dhrunal Patel, President
(888) 496-4765
dhrunal.patel@cvshealth.com

Meadowlands Chamber
Jim Kirkos, President & CEO
(201) 939-0707 x2941
jkirkos@meadowlands.orr

Morris County Chamber of Commerce
Meghan Hunscher, President
(973) 539-8270
Meghan@morrischamber.org

Morris County Economic Development Council
Craig Schlosser, Executive Director
(973) 539-8270
Cschlosser@morriscountyedc.org

New Jersey Chamber of Commerce
Ray Zardetto, Senior Vice President, Communications
(609) 989-7888 ext. 116

New Jersey Food Processors Association
Michele Von Deak, Executive Director
(888) 859-8832

New Jersey Technology & Manufacturing Association
Tom Kohler, Board President
(848) 333-5994
tkohler@walshbenefits.com

NJ BIA
Betty Boros, Chief Member Strategy Officer
(609) 393-7707
bboros@njbia.org

NJ Restaurant & Hospitality Association
Dana Lancellotti, President
(800) 848-6368
info@njrha.org

Somerset County Business Partnership
Chris Edwards, President and CEO
info@scbp.org

Statewide Hispanic Chamber of Commerce
Danilo Melan, Assistant Manager
(201) 935-0035
dmelan@shccnj.org
III. STATE RESOURCES

Programs and Offerings from the State of New Jersey

The State of New Jersey offers many resources that can be helpful to your organization. These resources include opportunities from the Governor’s office though the Business Action Center and the Department of Labor. The New Jersey legislature has also taken initiatives though the creation of the Manufacturing Caucus. Our state government also has initiatives to help minority and small business as well as to conquer red tape, including administrative and legislative obstacles. To find out more about these programs, please contact: Constantina Meis, cmeis@njmep.org

DOL OFFERINGS – GRANTS/APPRENTICESHIPS/INDUSTRY PARTNERSHIPS

New Jersey Department of Labor & Workforce Development
John Fitch Plaza, PO Box 055, Trenton, NJ 08625
Kerri Gatling, Chief, Industry Partnership
(609) 292-2468
kerri.gatling@dol.nj.gov
Howard K. Miller Jr., Chief of Business Services
(609) 984-4437
howard.miller@dol.nj.gov
Nicholas Toth, Assistant Director, Office of Apprenticeship
(609) 777-2791
nicholas.toth@dol.nj.gov

GROWING APPRENTICESHIP IN NONTRADITIONAL SECTORS (GAINS)
The purpose of the GAINS program is to promote the expansion and development of United States Department of Labor (USDOL) approved Registered Apprenticeship programs that drive economic development through skills and educational attainment and create pathways to better-paying careers and advanced credentials. All occupations that are recognized by US DOL as “apprenticeable” are encouraged to apply.

UPSKILL: NJ INCUMBENT WORKER TRAINING GRANTS
NJ Incumbent Worker Training Grant funds are competitively awarded to New Jersey employers to provide cost reimbursement assistance directed at training incumbent frontline employees to meet the current and future occupational skill requirements of available high wage, middle-skill and high-skill jobs in New Jersey. Grant funds are intended to achieve measurable outcomes for the employees trained, “seed” occupational skills training, and support New Jersey businesses in acquiring a skilled workforce.

OPPORTUNITY PARTNERSHIP TRAINING GRANT
The purpose of the Opportunity Partnership Grant (OPG) program is to assist displaced/dislocated workers secure employment by providing high-quality occupational training in growth industry sectors recognized and driven by employer's needs. The ultimate goal of the Opportunity Partnership Grant program is to re-connect participants with gainful employment opportunities, with the objectives of financial self-sufficiency and career advancement coupled with increased earnings. In an effort to provide training services that are needed in the prospective occupational area, applicants are encouraged to review the Labor Market Information Data for Occupational Listings at the LWD website: http://www.nj.gov/labor/lpa/LMI_index.html.

PRE-APPRENTICESHIP IN CAREER EDUCATION (PACE)
The purpose of the PACE Program is to prepare individuals to enter and succeed in Registered Apprenticeship programs. These pre-apprenticeship programs have a documented partnership with at least one Registered Apprenticeship program sponsor and together, they expand the participant’s career pathway opportunities with industry-based training coupled with classroom instruction. The program will drive economic development through skills and educational attainment and create pathways to better-paying careers and advanced credentials.
NJBAC – TRAINING SUPPORT

The New Jersey Business Action Center (NJBAC) is a state agency offering free and confidential assistance to help your business grow. As a “one-stop shop,” NJBAC can help businesses of all sizes and types manage the state’s regulatory processes, boost exports, gain access to financial resources where applicable and tackle other obstacles along the way. Visit their website https://nj.gov/state/bac/ where you can download the NJBAC guide or contact their business advocates at 1-800 JERSEY 7.

NJ Business Action Center
Melanie Willoughby, Executive Director
(609) 462-6917
Melanie.Willoughby@sos.nj.gov

Bergen, Passaic, Hudson, Monmouth, Ocean
Stephen Milgrom, Manufacturing/Logistics
(609) 633-8600, C (609) 306-7518
Stephen.Milgrom@sos.nj.us

Essex, Sussex, Somerset, Camden, Atlantic, Cumberland
Sho Islam, Food & Beverage
(609) 292-9934, C (609) 433-18945
Sho.Islam@sos.nj.us

Warren, Morris, Union, Middlesex, Gloucester
Irene Crespo, Life Sciences/Technology
(609) 984-9831, C (609) 306-1800
Irene.Crespo@sos.nj.us

Mercer, Hunterdon, Burlington, Salem, Cape May
Myles Pressey, Film/Digital Media
(609) 984-6922 C (609) 954-5366
Myles.Pressey@sos.nj.us

The New Jersey Office of Export Promotion, located in the Business Action Center, can:
• Assist your company in identifying global business opportunities and developing an export plan.
• Advise on details of exporting once you’ve entered the global marketplace and connecting you with federal resources available abroad.
• Provide you with an additional suite of services that have received the President’s “E Star” Award from the U.S. Department of Commerce, the Nation’s highest honor for export excellence recognizing organizations that contribute significantly in the effort to increase U.S. exports.

NJ STATE TRADE EXPANSION PROGRAM (NISTEP)
The Office of Export Promotion administers the NISTEP grants through a competitively awarded grant from the U.S. Small Business Administration. NISTEP has been awarded funding for seven consecutive years and has advised and assisted hundreds of businesses, supporting millions of dollars of export sales around the world.

Eligible businesses are considered to receive financial awards to partially offset export promotion costs such as:
• Participation in International and U.S. Trade Events
• Participation in Department of Commerce Organized Trade Missions
• Fees for services provided by the U.S. Commercial Service (USCS)
• Translations of websites and marketing literature

For further information regarding services from the Office of Export Promotion and to learn how to apply for the NISTEP program, please contact Eddy S. Mayen at 609-633-1182 or eddy.mayen@sos.nj.gov
BPU / ENERGY EFFICIENCY

The Board of Public Utilities ("Board") is the state agency with authority to oversee the regulated utilities, which in turn provide critical services such as natural gas, electricity, water, telecommunications and cable television. The law requires the Board to ensure safe, adequate, and proper utility services at reasonable rates for customers in New Jersey. The Board addresses issues of consumer protection, energy reform, deregulation of energy and telecommunications services and the restructuring of utility rates to encourage energy conservation and competitive pricing in the industry. The Board also has responsibility for monitoring utility service and responding to consumer complaints.

New Jersey’s Clean Energy Program (NJCEP) promotes increased energy efficiency and the use of clean, renewable sources of energy including solar, wind, geothermal, and sustainable biomass. The results for New Jersey are a stronger economy, less pollution, lower costs, and reduced demand for electricity. NJCEP offers financial incentives, programs, and services for residential, commercial, and municipal customers.

NEW JERSEY CLEAN ENERGY PROGRAM: NJ SMARTSTART BUILDINGS PROGRAM
Financial incentives are available for upgrading individual heating and cooling systems, water heating, lighting and controls, refrigeration/freezer ECM motors, variable frequency drives, and more. There’s even a custom path for energy efficiency measures with demonstrated cost justification, which are handled on a case-by-case basis. Starting July 1, enhanced incentives are available for certain facilities.

NEW JERSEY CLEAN ENERGY PROGRAM: CUSTOMER TAILORED ENERGY EFFICIENCY PROGRAM
A supplement to the current New Jersey Commercial and Industrial incentive programs, offering a streamlined approach to developing and implementing energy efficiency projects for mid-to-large customers. CTEEP allows customers to bundle multiple prescriptive and custom measures into one application with one project delivery approach. Customers can install advanced and emerging technologies which are not currently addressed under SmartStart Buildings. Larger customers with multiple measures can access incentives for their targeted energy efficiency projects without enrolling in a whole-building program.

NEW JERSEY CLEAN ENERGY PROGRAM: PAY FOR PERFORMANCE PROGRAM
Designed for larger buildings, Pay for Performance offers a comprehensive, whole-building approach with incentives that are directly linked to energy savings. Program partners provide technical services, Energy Reduction Plans, financial plans for funding the project and a construction schedule for implementation.

NEW JERSEY CLEAN ENERGY PROGRAM: DIRECT INSTALL PROGRAM
Created specifically for existing small to medium-sized facilities, Direct Install pays up to 70% of the project cost for replacing lighting, HVAC and other outdated operational equipment with energy efficiency alternatives.

NEW JERSEY CLEAN ENERGY PROGRAM: COMBINED HEAT & POWER (CHP) AND FUEL CELLS
Most CHP systems include a natural gas-fueled combined cycle combustion turbine to produce both steam and electricity from a single fuel source located on-site. These highly efficient technologies recover the heat that would otherwise be wasted during the generation of electricity and make use of that heat for commercial or industrial processes. This thermal energy may be used for direct heating, as a source for producing hot water or steam, or even for space conditioning and dehumidification.

NEW JERSEY CLEAN ENERGY PROGRAM: LARGE ENERGY USERS PROGRAM
The Large Energy Users Program is designed to promote self-investment in energy efficiency and combined heat and power projects with incentives up to $4 million for eligible projects in the state’s largest commercial and industrial facilities.

Contact
Ken Sheehan,  
Office of the Ombudsman  
(609) 292-0087

James Giuliano,  
Director, Division of Reliability and Security  
(609) 633-7733

Lauren Mattox,  
Assistant, Division of Reliability and Security  
(609) 341-2794

Julie Ford-Williams,  
Director, Division of Customer Assistance  
(609) 341-9145

Karen Flynn,  
Assistant, Division of Customer Assistance  
(609) 341-9158

Utility Consumer Complaints  
(800) 624-0241

General Number  
609-777-3300
NEW JERSEY ECONOMIC DEVELOPMENT AUTHORITY (NJEDA)

The EDA offers a multitude of programs to support manufacturing companies located in New Jersey, as well as to attract those companies outside of New Jersey that are seeking to relocate or expand, and have created special programs to help manufacturers reduce costs. The EDA can serve as a one-stop service center for the financing and growth needs of your manufacturing business. Depending on your business goals, the EDA may have a financial solution that works for you.

BROWNFIELDS LOAN PROGRAM
The Brownfields Loan Program provides financing to potential brownfield site purchasers and current brownfield site owners (including local government redevelopers) that intend to develop commercial (including but not limited to manufacturing), retail, mixed-use developments, expansions or reuses.

BOND FINANCING
Creditworthy manufacturing companies, 501(c)(3) not-for-profit organizations, and exempt facilities in New Jersey may be eligible for long-term financing under the Bond Financing Program.

DIRECT LOANS
New Jersey businesses in need of financing and committed to job creation/retention may be eligible for direct loans through EDA when financing is not available under other EDA financing programs.

PREMIER LENDER PROGRAM
The Premier Lender Program creates new opportunities for small businesses and EDA's lending partners by providing new, low-cost financing opportunities with faster turnaround.

If your small business is discussing potential financing with one of EDA's Premier Lender banks, EDA's participation or guarantee of a portion of the financing can lower the cost of borrowing for your business.

SALEM COUNTY ENERGY SALES TAX EXEMPTION
The program provides an energy sales tax exemption for the retail sales of electricity and natural gas and their transport to manufacturing businesses in Salem County. The energy and utility services must be consumed exclusively at the facility.

SMALL BUSINESS LEASE ASSISTANCE PROGRAM
NJEDA recognizes that increased lease payment costs can be a barrier to success for manufacturing firms. Through NJEDA's Small Business Lease Assistance Program, manufacturers can receive 15% reimbursement on lease payments for 2 years of a 5- or 10-year lease.

URBAN ENTERPRISE ZONES (UEZ) MANUFACTURERS ENERGY SALES TAX EXEMPTION
Urban Enterprise Zone (UEZ)-certified manufacturers that employ at least 250 full-time workers, at least 50% of whom are involved in the manufacturing process, may be eligible for an exemption from the sales and use tax for electricity and natural gas utilities, both the commodity and its transmission, consumed at the UEZ-certified location.

New Jersey Economic Development Authority (NJEDA)
P.O. Box 990, Trenton, New Jersey 08625-0990
Brian Sabina Senior Vice President, Economic Transformation
(609) 858-6756; C (609) 649-4976
bsabina@njeda.com
Paul Ceppi, Managing Director of Business Development
(609) 858-6863
pceppi@njeda.com
Douglas Yorke, Director, Sector Development-Advanced Manufacturing
(862) 872-3020
dyorke@njeda.com.

NJ MANUFACTURING VOUCHER PROGRAM (NJMVP)
New Jersey’s manufacturers will have an opportunity to upgrade their equipment to become more productive, efficient, and profitable through NJEDA’s New Jersey Manufacturing Voucher Program. The $20 million pilot grant program is intended for manufacturers within targeted industries to cover a portion of eligible equipment costs, up to a maximum of $250,000 per manufacturer. NJMEP is working closely with NJEDA to support manufacturers through the application process and ensure their investment is put to the best use to secure the highest possible ROI.

More information and resources available at njmep.org/njmvp
NJEDA/SBA COVID RESPONSE PROGRAMS

SMALL BUSINESS EMERGENCY ASSISTANCE GRANT PROGRAM
Closed pending additional funding

The purpose of the Small Business Emergency Assistance Program is to provide short-term, immediate payroll and working capital support to New Jersey small and medium sized enterprises (businesses and non-profits) (SMEs), between one and 10 full-time employees (FTEs), facing prolonged operating restrictions or closure due to the COVID-19 outbreak, thereby helping to stabilize their operations and minimizing any potential furloughs and/or layoffs.

As of 12/21/2020 the program is closed for new applications, but you can check the following site for further program information and application instructions in the event additional program funding becomes available.

For more information:

NJ SMALL AND MICRO BUSINESS PPE ACCESS PROGRAM
Phase 2 closed pending additional funding

NJ Small and Micro Business PPE Access Program is an innovative public-private partnership that helps businesses and non-profits protect the health and safety of their employees and customers. Through the program’s Phase 1 (currently active), all NJ-based businesses and non-profits are eligible for at least 10% discounts on PPE purchases made through approved online retailers. Phase 2, which is currently closed pending additional funding, allowed eligible small and micro businesses to claim almost 70% off of PPE purchases up to a certain program cap.

For more information:
https://ppe.covid19.nj.gov/

FEDERAL/SMALL BUSINESS ADMINISTRATION PAYCHECK PROTECTION PROGRAM

The Paycheck Protection Program is a loan designed to provide a direct incentive for small businesses to keep their workers on the payroll. SBA will forgive loans if all employee retention criteria are met, and the funds are used for eligible expenses.

For more information:

ECONOMIC INJURY DISASTER LOANS – Currently closed pending additional funding

In response to the Coronavirus (COVID-19) pandemic, small business owners, including agricultural businesses, and nonprofit organizations in all U.S. states, Washington D.C., and territories can apply for an Economic Injury Disaster Loan. The EIDL program is designed to provide economic relief to businesses that are currently experiencing a temporary loss of revenue due to coronavirus (COVID-19).

For more information:

SBA EXPRESS BRIDGE LOANS
Applications Currently Open

Express Bridge Loan Pilot Program allows small businesses who currently have a business relationship with an SBA Express Lender to access up to $25,000 quickly. These loans can provide vital economic support to small businesses to help overcome the temporary loss of revenue they are experiencing and can be a term loans or used to bridge the gap while applying for a direct SBA Economic Injury Disaster loan.

For more information:
https://www.sba.gov/funding-programs/loans/coronavirus-relief-options/sba-express-bridge-loans

SBA DEBT RELIEF
Applications Currently Open

The SBA will pay 6 months of principal, interest, and any associated fees that borrowers owe for all current 7(a), 504, and Microloans in regular servicing status as well as new 7(a), 504, and Microloans disbursed prior to September 27, 2020. This relief is not available for Paycheck Protection Program loans or Economic Injury Disaster loans.

For more information:
HOW TO IDENTIFY / CONTACT YOUR STATE LEGISLATOR

https://www.njleg.state.nj.us/districts/municipalities.asp

NJMEP has worked with manufacturers to meet their legislators, have them tour facilities and attend events, exposing the fact that over 11,000 manufacturers/STEM firms are active in all 40 legislative districts.

This NJMEP outreach initiative has helped to create the Manufacturing Caucus (see Page XX), which helps ensure the legislature is aware of, and react appropriately to, issues, important to our industry. NJMEP can help you to meet your legislators, set up a tour, or assist with any state issues regarding jobs, productivity, red tape, or other issues you may have. In order to become active in outreach, please contact: Constantina Meis, cmeis@njmep.org

DISTRICT 1 - ATLANTIC, CAPE MAY, CUMBERLAND

Senator Michael L. Testa, Jr
SenTesta@njleg.org
School House Office Park,
211 S. Main Street, Suite 104
Cape May Court House, NJ 08210
609 778-2012

Asm Antwan McClellan
AsmMcClellan@njleg.org
School House Office Park,
211 S. Main Street, Suite 104
Cape May Court House, NJ 08210
609 778-2012

Asm Erik Simonsen
AsmSimonsen@njleg.org
School House Office Park,
211 S. Main Street, Suite 104
Cape May Court House, NJ 08210
609 778-2012

DISTRICT 2 - ATLANTIC

Senator Christopher A. Brown
SenBrown@njleg.org
2021 New Rd., Suite 24
Linwood, NJ 08221
609-677-8266

Asw Claire Swift
AswSwift@njleg.org
2021 New Rd., Suite 24
Linwood, NJ 08221
609-677-8266

Asm Don Guardian
AsmGuardian@njleg.org
2021 New Rd., Suite 24
Linwood, NJ 08221
609-677-8266

DISTRICT 3 - CUMBERLAND, GLOUCESTER, SALEM

Senator Edward Durr
SenDurr@njleg.org
935 Kings Highway, Suite 400
West Deptford, NJ 08086
(856) 251-9801

Asw Beth Sawyer
AsmBurzichelli@njleg.org
935 Kings Highway, Suite 400
West Deptford, NJ 08086
(856) 251-9801

Asw Bethanne McCarthy Patrick
AsmPatrick@njleg.org
935 Kings Highway, Suite 400
West Deptford, NJ 08086
(856) 251-9801

DISTRICT 4 - CAMDEN, GLOUCESTER

Senator Fred H. Madden
SenMadden@njleg.org
129 Johnson Road, Suite 1
Turnersville, NJ 08012
(856) 232-6700

Asm Paul D. Moriarty
AsmMoriarty@njleg.org
1379 Chews Landing Rd.
Laurel Springs, NJ 08021
(856) 401-3073

Asw Gabriela M. Mosquera
AswMosquera@njleg.org
129 Johnson Road, Suite 1
Turnersville, NJ 08012
(856) 232-6700

DISTRICT 5 - CAMDEN, GLOUCESTER

Senator Nilsa Cruz-Perez
SenCruzPerez@njleg.org
231 Market Street
Camden, NJ 08102
(856) 541-1251

Asm William F. Moen, Jr.
AsmMoen@njleg.org
515 White Horse Pike
Audubon, NJ 08106
(856) 547-4800

Asm William Spearman
AsmSpearman@njleg.org
608 North Broad Street, Suite 200
Woodbury, NJ 08096
856-853-2960

DISTRICT 6 - BURLINGTON, CAMDEN

Senator James Beach
SenBeach@njleg.org
1309 Route 70 West
Cherry Hill, NJ 08002
(856) 429-1572

Asm Louis D. Greenwald
AsmGreenwald@njleg.org
1101 Laurel Oak Rd., Suite 150
Voorhees, NJ 08043
(856) 435-1247

Asw Pamela R. Lampitt
AswLampitt@njleg.org
1101 Laurel Oak Rd., Suite 150
Voorhees, NJ 08043
(856) 435-1247
DISTRICT 7 - BURLINGTON

Senator Troy Singleton
SenSingleton@njleg.org
400 North Church St., Suite 260
Moorestown, NJ 08057
(856) 234-2790

Asm Herb Conaway
AsmConaway@njleg.org
Delran Professional Center, 8008 Rt. 130
North, Bldg. C, Suite 450
Delran, NJ 08075
(856) 461-3997

Asw Carol A. Murphy
AswMurphy@njleg.org
504 Route 130 North, Suite 100
Cinnaminson, NJ 08077
(856) 735-5334

DISTRICT 8 - ATLANTIC, BURLINGTON, CAMDEN

Senator Jean Stanfield
SenStanfield@njleg.org
668 Mian St.
Lumberton, NJ 08048
609-667-7360

Asm Michael Torrissi
AsmTorrissi@njleg.org
668 Mian St.
Lumberton, NJ 08048
609-667-7360

Asm Brandon Umba
AsmUmba@njleg.org
668 Mian St.
Lumberton, NJ 08048
609-667-7360

DISTRICT 9 - ATLANTIC, BURLINGTON, OCEAN

Senator Christopher J. Connors
SenConnors@njleg.org
620 West Lacey Rd.
Forked River, NJ 08731
(609) 693-6700

Asw DiAnne C. Gove
AswGove@njleg.org
620 West Lacey Rd.
Forked River, NJ 08731
(609) 693-6700

Asm Brian E. Rumpf
AsmRumpf@njleg.org
620 West Lacey Rd.
Forked River, NJ 08731
(609) 693-6700

DISTRICT 10 - OCEAN

Senator James W. Holzapfel
SenHolzapfel@njleg.org
852 Highway 70
Brick, NJ 08724
(732) 840-9028

Asm Gregory P. McGuckin
AsmMcguckin@njleg.org
852 Highway 70
Brick, NJ 08724
(732) 840-9028

Asm John Catalano
AsmCatalano@njleg.org
852 Highway 70
Brick, NJ 08724
(732) 840-9028

DISTRICT 11 - MONMOUTH

Senator Vin Gopal
SenGopal@njleg.org
802 West Park Ave., Suite 221
Ocean Twp., NJ 07712
(732) 695-3371

Asw Marilyn Piperno
AswPiperno@njleg.org
106 Apple St., Suite 106
Tinton Falls, NJ 07724
(732) 268-8968

Asm Kimberly Eulner
AsmEulner@njleg.org
106 Apple St., Suite 106
Tinton Falls, NJ 07724
(732) 268-8968

DISTRICT 12 - BURLINGTON, MIDDLESEX, MONMOUTH, OCEAN

Senator Samuel D. Thompson
SenThompson@njleg.org
2501 Highway 516, Suite 101
Old Bridge, NJ 08857
(732) 607-7580

Asm Robert D. Clifton
AsmClifton@njleg.org
935 Highway 34, Suite 3B
Matawan, NJ 07747
(732) 970-6386

Asm Alex Sauicket
AsmSauicket@njleg.org
405 Rt. 539
Cream Ridge, NJ 08514
(609) 758-0205

DISTRICT 13 - MONMOUTH

Senator Declan J. O’Scanlon
SenOscanlon@njleg.org
101 Crawfords Corner Road, Suite 4332
Holmdel, NJ 07733
(732) 444-1838

Asw Vicky Flynn
AswDiMaso@njleg.org
1715 Highway 35 North, Suite 307
Middletown, NJ 07748
(732) 856-9833

Asm Gerard Scharfenberger
AsmScharfenberger@njleg.org
1715 Highway 35N, Suite 306
Middletown, NJ 07748
(732) 856-9294

DISTRICT 14 - MERCER, MIDDLESEX

Senator Linda R. Greenstein
SenGreenstein@njleg.org
1249 South River Rd., Suite 105
Cranbury, NJ 08512
(609) 395-9911

Asm Daniel R. Benson
AsmBenson@njleg.org
3691A Nottingham Way
Hamilton Square, NJ 08690
(609) 631-0198

Asm Wayne P. DeAngelo
AsmDeAngelo@njleg.org
4621A Nottingham Way
Hamilton, NJ 08690
(609) 631-7501

DISTRICT 15 - HUNTERDON, MERCER

Senator Shirley Turner
SenTurner@njleg.org
1230 Parkway Ave., Suite 103
Ewing Twp., NJ 08628
(609) 323-7239

Asw Verlina Reynolds-Jackson
AswReynolds-Jackson@njleg.org
144 W. State St.
Trenton, NJ 08608
(609) 571-9638

Asm Anthony Verrelli
AsmVerrelli@njleg.org
144 W. State St.
Trenton, NJ 08608
(609) 571-9638
**DISTRICT 16 - HUNTERDON, MERCER, MIDDLESEX, SOMERSET**

Senator Andrew Zwicker  
SenZwicker@njleg.org  
1 Deer Park Drive, Suite D-1  
Monmouth Junction, NJ 08852  
(732) 823-1684

Asm Roy Freiman  
AsmFreiman@njleg.org  
390 Amwell Road, Suite 301  
Hillsborough, NJ 08844  
(908) 829-4191

Asm Sadaf Jaffer  
AsmJaffer@njleg.org  
36 East Main St.  
Somerville, NJ 08876  
(732) 823-1684

**DISTRICT 17 - MIDDLESEX, SOMERSET**

Senator Bob Smith  
SenBSmith@njleg.org  
216 Stelton Rd., Suite E-5  
Piscataway, NJ 08854  
(732) 752-0770

Asm Joe Danielsen  
AsmDanielsen@njleg.org  
334 Elizabeth Ave.  
Somerset, NJ 08873  
(732) 247-3999

Asm Joseph V. Egan  
AsmEgan@njleg.org  
100 Bayard St.  
New Brunswick, NJ 08901  
(732) 249-4550

**DISTRICT 18 - MIDDLESEX**

Senator Patrick J. Diegnan, Jr.  
SenDiegnan@njleg.org  
908 Oak Tree Ave., Unit P  
South Plainfield, NJ 07080  
(908) 757-1677

Asm Robert J. Karabinchak  
AsmKarabinchak@njleg.org  
3 Stephenville Pkwy, Suite 2D  
Edison, NJ 08820  
(732) 548-1406

Asw Sterley S. Stanley  
AswStanley@njleg.org  
197 State Highway 18, Suite 102 North  
East Brunswick, NJ 08816  
(732) 875-3833

**DISTRICT 19 - MIDDLESEX, UNION, SOMERSET**

Senator Joseph F. Vitale  
SenVitale@njleg.org  
569 Rahway Ave.  
Woodbridge, NJ 07095  
(732) 855-7441

Asm Craig J. Coughlin  
AsmCoughlin@njleg.org  
569 Rahway Ave.  
Woodbridge, NJ 07095  
(732) 855-7441

Asw Yvonne Lopez  
AswLopez@njleg.org  
211 Front St.  
Perth Amboy, NJ 08861  
(732) 638-5057

**DISTRICT 20 - UNION**

Senator Joseph Cryan  
SenCryan@njleg.org  
985 Stuyvesant Ave.  
Union, NJ 07083  
(908) 624-0880

Asm Reginald Atkins  
AsmAtkins@njleg.org  
129 E. 1st Avenue  
Roselle, NJ 07203  
(908) 445-7154

Asw Annette Quijano  
AswQuijano@njleg.org  
1120 East Jersey St.  
Elizabeth, NJ 07201  
(908) 327-9119

**DISTRICT 21 - MORRIS, SOMERSET, UNION**

Senator Jon M. Bramnick  
SenBramnick@njleg.org  
251 North Ave. West, 2nd Floor  
Westfield, NJ 07090  
(908) 232-0270

Asw Michele Matsikoudis  
AswMatsikoudis@njleg.org  
425 North Ave. East, Suite C  
Westfield, NJ 07090  
(908) 232-2073

Asw Nancy F. Munoz  
AswMunoz@njleg.org  
57 Union Place, Suite 310  
Summit, NJ 07901  
(908) 918-0414

**DISTRICT 22 - MIDDLESEX, UNION, SOMERSET**

Senator Nicholas P. Scutari  
SenScutari@njleg.org  
67 Walnut Ave.  
Clark, NJ 07066  
(732) 827-7480

Asw Linda Carter  
AswCarter@njleg.org  
200 West 2nd Street, Suite 102  
Plainfield, NJ 07060  
(908) 561-5757

Asm James J. Kennedy  
AsmKennedy@njleg.org  
1445 Main St.  
Rahway, NJ 07065  
(732) 943-2660

**DISTRICT 23 - HUNTERDON, SOMERSET, WARREN**

Senator Michael J. Doherty  
SenDoherty@njleg.org  
127 Belvidere Ave., 2nd Floor  
Washington, NJ 07882  
(908) 835-0552

Asm John DiMaio  
AsmDiMaio@njleg.org  
208 Mountain Ave., Suite 3  
Hackettstown, NJ 07840  
(908) 684-9550

Asm Erik Peterson  
AsmPeterson@njleg.org  
28 Center St.,  
Clinton, NJ 08809  
(908) 238-0251

**DISTRICT 24 - MORRIS, SUSSEX, UNION**

Senator Steve V. Oroho  
SenOroho@njleg.org  
One Wilson Drive, Suite 2B  
Sparta, NJ 07871  
(973) 300-0200

Asm Harold Wirthes  
AsmWirthes@njleg.org  
One Wilson Drive, Suite 2B  
Sparta, NJ 07871  
(973) 300-0200

Asm Parker Space  
AsmSpace@njleg.org  
One Wilson Drive, Suite 2B  
Sparta, NJ 07871  
(973) 300-0200
## DISTRICT 25 - MORRIS, SOMERSET

**Senator Anthony M. Bucco**  
SenBucco@njleg.org  
75 Bloomfield Ave., Suite 302 3rd Floor  
Denville, NJ 07834  
(973) 627-9700

**Asm Brian Bergen**  
AsmBergen@njleg.org  
5 East Main St. Suite 22B  
Denville, NJ 07834  
(973) 539-8113

**Asw Aura K. Dunn**  
AswDunn@njleg.org  
191 Main Street, Suite D  
Chester, NJ 07930  
(908) 955-7228

## DISTRICT 26 - ESSEX, MORRIS, PASSAIC

**Senator Joseph Pennacchio**  
SenPennacchio@njleg.org  
170 Changebridge Rd., Unit A1  
Montville, NJ 07045  
(973) 227-4012

**Asm Christian Barranco**  
AsmBarranco@njleg.org  
28 Bowling Green Parkway, Suite LL3  
Lake Hopatcong, NJ 07849  
(973) 810-2695

**Asm Jay Webber**  
AsmWebber@njleg.org  
160 Littleton Rd., Suite 204  
Parsippany, NJ 07054  
(973) 917-3420

## DISTRICT 27 - ESSEX, MORRIS

**Senator Richard J. Codey**  
SenCodey@njleg.org  
651 Old Mount Pleasant Ave.  
Livingston, NJ 07039  
(973) 535-5017

**Asw Mila Jasey**  
AswJasey@njleg.org  
511 Valley St.  
Maplewood, NJ 07040  
(973) 762-1886

**Asm John F. McKeon**  
AsmMcKeon@njleg.org  
221 Main St., Madison, NJ 07940  
(973) 377-1606

## DISTRICT 28 - ESSEX

**Senator Renee C. Burgess**  
SenBurgess@njleg.org  
1044 South Orange Ave.  
Newark, NJ 07106  
(973) 371-5665

**Asm Ralph R. Caputo**  
AsmCaputo@njleg.org  
148-152 Franklin St.  
Belleville, NJ 07109  
(973) 450-0484

**Asw Cleopatra G. Tucker**  
AswTucker@njleg.org  
400 Lyons Ave.  
Newark, NJ 07112  
(973) 926-4320

## DISTRICT 29 - ESSEX

**Senator M. Teresa Ruiz**  
SenRuiz@njleg.org  
186 Bloomfield Ave.  
Newark, NJ 07104  
(973) 484-1000

**Asw Eliana Pintor Marin**  
AswPintorMarin@njleg.org  
263 Lafayette St. 1st Floor  
Newark, NJ 07105  
(973) 589-0713

**Asw Shanique Speight**  
AswSpeight@njleg.org  
50 Park Place, Lobby 5  
Newark, NJ 07102  
(862) 237-9752

## DISTRICT 30 - MONMOUTH, OCEAN

**Senator Robert W. Singer**  
SenSinger@njleg.org  
1771 Madison Ave., Suite 202  
Lakewood, NJ 08701  
(732) 987-5699

**Asm Sean T. Kean**  
AsmKean@njleg.org  
1967 Highway 34, Bldg. C, Suite 202  
Wall Township, NJ 07719  
(732) 974-0400

**Asm Edward H. Thompson**  
AsmThompson@njleg.org  
1967 Highway 34, Bldg. C, Suite 202  
Wall Township, NJ 07719  
(732) 974-0400

## DISTRICT 31 - HUDSON

**Senator Sandra B. Cunningham**  
SenCunningham@njleg.org  
1738 Kennedy Blvd.  
Jersey City, NJ 07305  
(201) 451-5100

**Asm William Sampson**  
AsmSampson@njleg.org  
25 West 8th St.  
Bayonne, NJ 07002  
(201) 455-2966

**Asw Angela McKnight**  
AswMcKnight@njleg.org  
2324 John F. Kennedy Blvd.  
Jersey City, NJ 07304  
(201) 360-2502

## DISTRICT 32 - BERGEN, HUDSON

**Senator Nicholas J. Sacco**  
SenSacco@njleg.org  
9060 Palisade Ave.  
North Bergen, NJ 07047  
(201) 295-0200

**Asw Angelica M. Jimenez**  
AswJimenez@njleg.org  
5600 Kennedy Blvd., Suite 104  
West New York, NJ 07093  
(201) 223-4247

**Asm Pedro Mejia**  
AsmMejia@njleg.org  
1 Harmon Plaza, Suite 205  
Secaucus, NJ 07094  
(201) 770-1303

## DISTRICT 33 - HUDSON

**Senator Brian P. Stack**  
SenStack@njleg.org  
411 Palisades Ave.  
Jersey City, NJ 07307  
(201) 721-5263

**Asw Annette Chaparro**  
AswChaparro@njleg.org  
80 River St., 2nd Floor  
Hoboken, NJ 07030  
(201) 683-7917

**Asm Raj Mukherji**  
AsmMukherji@njleg.org  
433 Palisade Ave.  
Jersey City, NJ 07307  
(201) 626-4000
### DISTRICT 34 - ESSEX, PASSAIC

**Senator Nia H. Gill, Esq.**
SenGill@njleg.org
39 South Fullerton Ave., 2nd Fl., Suite 7
Montclair, NJ 07042
(973) 509-0388

**Asm Thomas P. Giblin**
AsmGiblin@njleg.org
855 Valley Road, Suite 104
Clifton, NJ 07013
(973) 779-3125

**Asw Britnee N. Timberlake**
AswTimberlake@njleg.org
520 Main St., Suite 1
East Orange, NJ 07018
(973) 395-1166

---

### DISTRICT 35 - BERGEN, PASSAIC

**Senator Nellie Pou**
SenPou@njleg.org
100 Hamilton Plaza, Suite 1405
Paterson, NJ 07505
(973) 247-1555

**Asw Shavonda E. Sumter**
AswSumter@njleg.org
21 Mill St., Suite 5
Paterson, NJ 07501
(973) 925-7063

**Asm Benjie E. Wimberly**
AsmWimberly@njleg.org
301 Main St., Suite 360
Paterson, NJ 07505
(973) 925-7061

---

### DISTRICT 36 - BERGEN, PASSAIC

**Senator Paul A. Sarlo**
SenSarlo@njleg.org
496 Columbia Blvd., 1st Floor
Wood-Ridge, NJ 07075
(201) 804-8118

**Asm Clinton Calabrese**
AsmCalabrese@njleg.org
613 Bergen Blvd.
Ridgefield, NJ 07657
(201) 943-0615

**Asm Gary S. Schaer**
AsmSchaer@njleg.org
1 Howe Avenue, Suite 401
Passaic, NJ 07055
(973) 249-3665

---

### DISTRICT 37 - BERGEN

**Senator Gordon M. Johnson**
SenJohnson@njleg.org
545 Cedar Lane
Teaneck, NJ 07666
(201) 530-0469

**Asw Ellen Park**
AswPark@njleg.org
545 Cedar Lane
Teaneck, NJ 07666
(201) 928-0100

**Asw Valarie Vainieri Huttle**
AswVainieriHuttle@njleg.org
545 Cedar Lane
Teaneck, NJ 07666
(201) 928-0100

---

### DISTRICT 38 - BERGEN, PASSAIC

**Senator Joseph A. Lagana**
SenLagana@njleg.org
205 Robin Rd., Suite 122
Paramus, NJ 07652
(201) 576-9199

**Asm P. Christopher Tully**
AsmTully@njleg.org
205 Robin Rd., Suite 122
Paramus, NJ 07652
(201) 576-9199

**Asw Lisa Swain**
AswSwain@njleg.org
205 Robin Rd., Suite 122
Paramus, NJ 07652
(201) 576-9199

---

### DISTRICT 39 - BERGEN, PASSAIC

**Senator Holly T. Schepisi**
SenSchepisi@njleg.org
287 Kinderkamack Rd.
Westwood, NJ 07675
(201) 666-0881

**Asm Robert Auth**
AsmAuth@njleg.org
1069 Ringwood Ave., Suite 312
Haskell, NJ 07420
(862) 248-0491

**Asw DeAnne DeFuccio**
AswDeFuccio@njleg.org
350 Madison Ave.
Cresskill, NJ 07626
(201) 567-2324

---

### DISTRICT 40 - BERGEN, ESSEX, MORRIS, PASSAIC

**Senator Kristin Corrado**
SenCorrado@njleg.org
999 Riverview Dr., Suite 350
Totowa, NJ 07512
(973) 237-1360

**Asm Kevin Rooney**
AsmRooney@njleg.org
1211 Hamburg Turnpike, Suite 301
Wayne, NJ 07470
(973) 237-1632

**Asm Christopher DePhillips**
AsmDePhillips@njleg.org
201C Franklin Ave.
Midland Park, NJ 07432
(201) 444-9719

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For additional help contact Mike Womack, Marketing & Communications Manager - mwomack@njmep.org
LEGISLATIVE MANUFACTURING CAUCUS

New Jersey state legislators have renewed their mission to strengthen New Jersey manufacturing and help employers put New Jerseyns back to work by establishing the bipartisan Manufacturing Caucus. The Caucus is focused on enhancing the productivity, capacity, and competitiveness of New Jersey manufacturing.

NJMEP has been a strong advocate and partner of the Manufacturing Caucus and works closely with legislators across the state. NJMEP will aid in the recruitment and expansion of the talent pipeline, and help create new pathways and opportunities for countless residents to find stable and rewarding middle-class jobs.

Senator Linda R. Greenstein (Co-Chair)
Assistant Majority Leader
SenGreenstein@njleg.org
1249 South River Rd., Suite 105
Cranbury, NJ 08512
(609) 395-9911

Senator Michael L. Testa Jr. (Co-Chair)
SenTesta@njleg.org
School House Office Park
211 S. Main Street, Suite 104
Cape May Court House, NJ 08210
(609) 778-2012

Senator Anthony M. Bucco
Republican Whip
SenBucco@njleg.org
75 Bloomfield Ave., Suite 302 3rd Floor
Denville, NJ 07834
(973) 627-9700

Senator Joseph P. Cryan
SenCryan@njleg.org
985 Stuyvesant Ave.
Union, NJ 07083
(908) 624-0880

Senator Vin Gopal
Democratic Conference Chair
SenGopal@njleg.org
802 West Park Ave., Suite 302
Ocean Twp., NJ 07712
(732) 695-3371

Senator Gordon M. Johnson
SenJohnson@njleg.org
545 Cedar Lane
Teaneck, NJ 07666
(201) 530-0469

Senator Steve V. Oroho
Republican Leader
SenOroho@njleg.org
One Wilson Drive, Suite 2B
Sparta, NJ 07871
(973) 300-0200

Senator Declan J. O’Scanlon
Budget Officer
SenOScanlon@njleg.org
101 Crawfords Corner Road, Suite 4332
Holmdel, NJ 07733
(732) 444-1838

Senator Troy Singleton
Majority Whip
SenSingleton@njleg.org
400 North Church St., Suite 260
Moorestown, NJ 08057
(856) 234-2790

Senator Samuel D. Thompson
SenThompson@njleg.org
2501 Highway 516, Suite 101
Old Bridge, NJ 08857
(732) 607-7580

Senator Andrew Zwicker
SenZwicker@njleg.org
1 Deer Park Drive, Suite D-1
Monmouth Junction, NJ 08852
(732) 823-1684

Asm John DiMaio
Minority Leader
AsmDiMaio@njleg.org
208 Mountain Ave., Suite 3
Hackettstown, NJ 07840
(908) 684-9550

Asm Christopher P. DePhillips
Assistant Majority Leader
AsmDePhillips@njleg.org
201C Franklin Ave.
Midland Park, NJ 07432
(201) 444-9719

Asm Clinton Calabrese
Deputy Whip
AsmCalabrese@njleg.org
613 Bergen Blvd.
Ridgefield, NJ 07657
(201) 943-0615

Asw Kim Eulner
AswEulner@njleg.org
106 Apple St., Suite 106
Tinton Falls, NJ 07724
(732) 268-8968

Asm Roy Freiman
Deputy Majority Leader
AsmFreiman@njleg.org
390 Amwell Road, Suite 301
Hillsborough, NJ 08844
(908) 829-4191

Asm William F. Moen
Deputy Majority Leader
AsmMoen@njleg.org
515 South White Horse Pike
Audubon, NJ 08106
(856) 547-4800

Asm Erik Peterson
Minority Parliamentarian
AsmPeterson@njleg.org
28 Center St.
Clinton, NJ 08809
(908) 238-0251

Asw Marilyn Piperno
AswPiperno@njleg.org
106 Apple St., Suite 106
Tinton Falls, NJ 07724
(732) 268-8968

Asw Aura K. Dunn
Assistant Minority Whip
AswDunn@njleg.org
191 Main Street, Suite D
Chester, NJ 07930
(908) 955-7228

Asm William W. Spearman
AsmSpearman@njleg.org
608 North Broad Street, Suite 200
Woodbury, NJ 08096
(856) 853-2960
Asm Sterley S. Stanley  
AsmStanley@njleg.org  
197 State Highway 18, Suite 102 North  
East Brunswick, NJ 08816  
(732) 875-3833

Asw Victoria A. Flynn  
AswFlynn@njleg.org  
1715 Highway 35 North, Suite 307  
Middletown, NJ 07748  
(732) 856-9833

Asw DeAnne C. DeFuccio  
Assistant Minority Conference Leader  
AswDeFuccio@njleg.org  
350 Madison Ave.  
Cresskill, NJ 07626  
(201) 567-2324

Asm Robert Auth  
AsmAuth@njleg.org  
1059 Ringwood Ave., Suite 312  
Haskell, NJ 07420  
(862) 248-0491

Asm Daniel R. Benson  
Deputy Conference Leader  
AsmBenson@njleg.org  
3691A Nottingham Way  
Hamilton Square, NJ 08690  
(609) 631-0198

Asw Sadaf F. Jaffer  
AswJaffer@njleg.org  
36 East Main St.  
Somerville, NJ 08876  
(908) 393-5046

Asm Herb Conaway Jr.  
Deputy Speaker  
AsmConaway@njleg.org  
Delran Professional Center, 8008 Rt. 130 North, Bldg. C, Suite 450  
Delran, NJ 08075  
(856) 461-3997

Asm Robert J. Karabinchak  
AsmKarabinchak@njleg.org  
3 Stephenville Pkwy, Suite 2D  
Edison, NJ 08820  
(732) 548-1406

Asw Verlina Reynolds-Jackson  
Constituent Outreach Chair  
AswReynoldsJackson@njleg.org  
144 West State St.  
Trenton, NJ 08608  
(609) 571-9638

Asw Carol A. Murphy  
Majority Whip  
AswMurphy@njleg.org  
504 Route 130 North, Suite 100  
Cinnaminson, NJ 08077  
(856) 735-5334

Asm P. Christopher Tully  
Deputy Majority Leader  
AsmTully@njleg.org  
205 Robin Rd., Suite 122  
Paramus, NJ 07652  
(201) 576-9199
A TEAM OF EXPERTS
NJMEP has been providing resources to help manufacturers succeed with growth, innovation, and commercialization that has supported economic growth for more than 20 years. Our tailored solutions, connections, and engineering know-how help manufacturers stay abreast of the latest innovative technologies and best practices.

We provide a full range of consulting and training services that help transform your organization into an innovative, high performing, market driven and cost effective operation. These services allow you to increase revenue, reduce costs and improve employee performance.

WORKING WITH US
We will manage your project from start to finish by coordinating the work of NJMEP and outside experts, if required, while ensuring the project meets your expectations. You will receive updates on the status of the project, have opportunities for input and to measure results throughout the project. We will work directly with you and your staff to ensure your satisfaction.

ROI IMPACT
For more than twenty years, NJMEP has helped manufacturers become more productive, profitable, and globally competitive. We don’t just claim results – NJMEP’s impact on the manufacturing community is collected by an independent, third-party.

ABOUT THE MEP NETWORK
NJMEP is a not-for-profit 501(c)3 organization affiliated with The National Institute of Standards and Technology’s (NIST) Hollings Manufacturing Extension Partnership (MEP), a network of approximately 60 MEP centers across the U.S. and Puerto Rico. NJMEP receives some investment and support at the federal level by NIST MEP. NJMEP also provides fee-based consultative services to the New Jersey business community.