



National Employment Expansion Project

Employer Reference Letters 2011

The National Employment Expansion Project (EEP) is a multifaceted approach to expand employment opportunities for Clubhouse members across the country while raising the positive visibility of Clubhouses and of members' employment success. Clubhouses have experienced significant success using positive employer reference letters from current Clubhouse employers encouraging their colleagues to hire Clubhouse members. In addition to the letters, the project supports employment celebration events, Clubhouse employment committees and employment focused public awareness campaigns.

Currently, we have 58 reference letters from employers encouraging their colleagues to hire members.

Allen County Public Library, Fort Wayne, Indiana
Bookshelvers

American Red Cross of Central Massachusetts, Worcester, Massachusetts
Organizing, proctoring and correcting tests; reception

Appilistic, Westfield, Massachusetts
Phone calls, mailings, general clerical, maintenance

Aquarion Water Company, Bridgeport, Connecticut
Clerical

The Atlanta Bread Company, Virginia Beach, Virginia
Dishwashers

Barnes Jewish Hospital, St. Louis, Missouri
Non-Clinical Support Departments

B.J.'s Wholesale Club, Springfield, Pennsylvania
Cart retrieval, shelving, custodial, maintenance, operating pallet jacks

Botanica: The Wichita Gardens, Wichita, Kansas
Outdoor landscaper

Bryan Cave, St. Louis Missouri

Facilities Management: Stocking supplies, managing beverages, custodial duties

Catholic Charities, Bridgeport, Connecticut

Clerical: data entry, reception, mailroom

Chartwells, at Salem State College, Salem, Massachusetts

Cafeteria: bussing tables, cleaning

Commerce Bank, St. Louis, Missouri

Mail clerks, Document preparation clerks

Cravath, Swaine & Moore LLP, New York, New York

Library assistants, records clerks

Cuyahoga County Community Mental Health Board, Cleveland, Ohio

Front reception desk, answering phones, directing visitors, and data entry and other clerical tasks

CVS/pharmacy, Stratford, Connecticut

Processing merchandise, cleaning

DeBrand Fine Chocolates, Fort Wayne, Indiana

Cleaning, dishwashing

Dow Jones & Company, New York, New York

Mail Messengers, clerical

The Enterprise, Falmouth, Massachusetts

Copy setters, typists

HealthLink, St. Louis, Missouri

Clerical and mailroom

HomeGoods, Trumbull, Connecticut

Store associate, cleaning

Iowa Finance Authority, Des Moines, Iowa

Mailroom, document scanning

Jones, Waldo, Holbrook & McDonough PC, Salt Lake City, Utah

Mailroom, office support

Kauai Marriott Resort & Beach Club, Lihue, Hawaii

Grounds services: landscaping

Lakewood Continuing Care Center, Waterville, Maine

Food preparation and serving, dishwashing and bussing tables

Longfellow's Greenhouses, Manchester, Maine

Stocking, loading, greenhouse cleaning, checking plants and flowers, tagging

Marathon Press, Norfolk, Nebraska

Assembling books, preparing promotional materials

Marden's Surplus & Salvage, Waterville, Maine

Store attendants: stock shelves, pricing, customer service

MetLife, Greenville, South Carolina

Mailroom, print room, tape libraries

Milford Regional Medical Center, Milford, Massachusetts

Hospital laundry

Milwaukee County Zoo, Milwaukee, Wisconsin

Renting out strollers, running carousel, service representative in gift shop

National Council of Jewish Women, Pittsburgh, Pennsylvania

Processing donations, hanging, tagging and stocking clothes

Newton Community Development Foundation, Newton, Massachusetts

Database development

Newton Free Library, Newton, Massachusetts

Library pages

Pep Boys, Philadelphia, Pennsylvania

Mail clerks

Quinsigamond Community College, Worcester, Massachusetts

Switchboard operators

Reliable, Philadelphia, Pennsylvania

Mail clerks

Re:Sources USA / Publicis Groupe, New York, New York

Dispatchers, indoor mail messengers

Rite Aid, Petoskey, Michigan

Shelving, stocking, unloading trucks

Ritz Barbecue, Allentown, Pennsylvania

Food preparation, dishwashing, maintenance

ServiceMaster, Norfolk Division, Canton, Massachusetts

Cleaning, grounds maintenance

Souderton Mennonite Homes, Souderton, Pennsylvania

Food preparation, bussing tables

Southbridge School System, Food Service Department, Southbridge, Massachusetts

Food preparation, serving meals, custodial

Staples, Fairfield, Connecticut

Maintenance

Staples, Stratford, Connecticut

Maintenance

Stop & Shop of Merrimack Valley, Methuen, Massachusetts
Cashiers, front end staff, baggers, porters

The Sun Chronicle, Attleboro, Massachusetts
Inserters, truck loaders, and van drivers

The TJX Companies, Inc., Framingham, Massachusetts
*Corporate office for retail stores:
Marshalls, TJ Maxx, A.J. Wright, HomeGoods*

Torigian Family YMCA, Peabody, Massachusetts
Maintaining and cleaning locker rooms, offices and lobby

Town of Braintree Recycling Division, Braintree, Massachusetts
Sorting recyclables and maintenance

UltraStar Cinemas, San Diego, California
Ushers

United Jewish Federation, Pittsburgh, Pennsylvania
Clerical: copying, filing and compiling mailings

University City Children's Center, St. Louis, Missouri
Food preparation, dishwashing

University of Massachusetts Medical School, Worcester, Massachusetts
Mailroom: sorting and delivering mail

Walgreens, Boston, Massachusetts
Stocking, merchandise facing

Waltham West Suburban Chamber of Commerce, Waltham, Massachusetts
Clerical: filing, compiling and mailing packets

YMCA of Greater Westfield, Inc., Westfield, Massachusetts
Maintaining and cleaning locker rooms and weight rooms

Zagara's Marketplace, Cleveland Heights, Ohio
Bagging, cart retrieval, custodial

Zip Mail Services, Inc., St. Louis, Missouri
Material handlers, mail processing