



## WORKER CENTER, AFL-CIO

# The Job Seekers' Update

**Your Quarterly Guide to Free & Low-Cost Resources for Job Search Assistance, Career Development, and Self-Employment in Puget Sound**

Vol. 19, No. 2

Seattle, WA

April – June 2011

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### SUBJECT GUIDE

Organizations in the first section of *The Job Seekers' Update* are listed in alphabetical order. The following guide is designed to help you find resources in various categories. Some organizations may fall into more than one category.

#### Apprenticeship Preparation

- Apprenticeship Opportunities Project
- Apprenticeship and Nontraditional Employment for Women (ANEW)
- Washington State Department of Transportation On-the-Job Supportive Services Program

#### Career Counseling (See also listings under Public Colleges and Universities for career centers)

- Centerpoint Institute
- Irene Myers, MA, PCC
- TRAC Associates

#### Career Information Centers (see also listings under Public Colleges and Universities)

- Airport JOBS
- Careers.Org
- Seattle Public Library

#### Public Colleges and Universities

- Bates, Bellevue, Cascadia, Clover Park, Edmonds, Everett, Green River, Highline, Lake Washington, North Seattle, Pierce, Renton, Seattle Central, Seattle Vocational Institute, Shoreline, South Seattle, Tacoma, University of Washington

#### Disabilities

- Alliance of People with disABILITIES
- CARES of Washington
- Eastside Employment Services
- Lighthouse for the Blind, Inc.
- Seattle Central Community College - Mainstay
- Sound Employment Services
- UW Department of Neurology/Vocational Services
- UW Employment Training Programs
- Washington State Department of Services for the Blind
- Washington Vocational Services
- WorkSource Washington

#### Dislocated Workers (See also listings under Public Colleges for Worker Retraining Programs)

- Community Trades and Careers
- Pacific Associates
- TRAC Associates
- Worker Center, King Co. Reemployment Support Center
- WorkSource Pierce County
- WorkSource Seattle-King County
- WorkSource Snohomish County

(Subject Guide continued on page 2)

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**To be added to - or removed from - the mailing list, call (206) 441-8408, ext. 10.**

**SUBJECT GUIDE** (continued from page 1)

**Ethnic/Cultural/Low-Income**

Asian Counseling and Referral Service  
Center for Career Alternatives  
Central Area Motivation Program (CAMP)  
Chinese Information and Service Center (CISC)  
Millionair Club  
National Asian Pacific Center on Aging  
Pacific Associates  
Seattle Goodwill  
Seattle Indian Center  
The Job Connection  
United Indians of All Tribes  
Urban League of Metropolitan Seattle  
WorkSource Pierce County  
WorkSource Seattle-King County  
WorkSource Snohomish County

**Ex-Offenders**

Central Area Motivation Program (CAMP)

**Homeless**

FareStart  
Seattle Conservation Corps  
YWCA Homeless Intervention Project

**Public Assistance**

Neighborhood House - Park Lake  
The Job Connection  
Washington Women's Employment & Education  
WorkFirst Program

**Publications**

The Employment Paper Guide  
Where Are You Going? Career Guide

**Refugees/Recent Immigrants**

Asian Counseling and Referral Service  
Chinese Information and Service Center (CISC)  
Refugee Federation Service Centers  
TRAC Associates

**Seniors/Older Workers**

National Asian Pacific Center on Aging  
Pacific Associates  
Pike Market Senior Employment Program  
Seattle, City of, Mayor's Office for Senior Citizens

**Starting Your Own Business**

Black Dollar Task Force  
Renton Technical College, Small Business Classes  
Small Business Development Centers

**Substance Abuse Recovery**

Veterans Independent Enterprises of WA (VIEW)

**Veterans**

Fleet & Family Support Center  
King County, Veterans Program  
Veterans Affairs Puget Sound Health Care System  
Veterans Independent Enterprises of Washington  
WorkSource Washington

**Women (See also listings under Public Colleges for Women's Centers)**

Apprenticeship and Non-traditional Employment for Women (ANEW)  
Pierce College Displaced Homemaker Program  
Pathways for Women, YWCA  
Seattle, City of, Office for Civil Rights  
Washington Women's Employment & Education  
Women's Business Exchange  
YWCA(s)

**Youth/Young Adults**

Center for Career Alternatives  
Central Area Motivation Program (CAMP)  
Job Corps  
King County Work Training Program  
Mercer Island Youth and Family Services  
Metrocenter YMCA Youth Employment  
Seattle, City of, Youth Employment  
Seattle Youth Garden Works  
Shoreline Community College, CEO Program  
South Seattle Community College, Career Link  
Student Conservation Association, Conservation Career Development Program  
YWCA The Working Zone

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Huey P. Long, Editor

## **Community and Government Resources for Job Search Assistance, Job Training, Career Development, and Small Business Development**

### **AARP Foundation**

- **WorkSearch**

655 S Orcas St, Ste 207, Seattle, 98108  
P: (206) 624-6698 F: (206) 624-6699

Provide free employment services for 40+ older workers, if age, income and residency eligible, earn \$700+ a month while job searching. Some tuition paid training available; experienced, supportive staff will help you return to work fast.

### **Airport Jobs Center**

Sea-Tac Intrnl Airport: Mezz-Rm #6447, Sea-Tac, 98168  
P: (206) 787-7501 F: (206) 787-7507 Web: airportjobs.org  
Airport JOBS provides a one-stop job search center at Sea-Tac Airport where job seekers can review current job openings for airport and local related employers and submit job applications to employers. Job listings are available on line at the website listed above. Also available are fax and copier services, Internet access for a job search, resume and cover letter software, and information on job fairs, recruiting events, and other community resources.

### **Alliance of People with disABILITIES**

Independent Living Program: Assessing strengths and educational needs. Evaluate resume, interview, and job search strategies (including attitude, interpersonal and communication skills). Provide information on the ADA, Social Security, DSHS programs and services, employment, Civil Rights, and other disability laws. Will assist in advocacy for the participant with service providers. Information on workplace accommodations for applicant, employee, and employer. Pre-employment services. Available to persons with disabilities in King County.

- **East King County Office**

16315 NE 87th St, Ste B-3, Redmond, 98052  
P: (425) 558-0993 F: (425) 558-4773  
TDD: (425) 861-4773 Toll: (800) 216-3335

- **Seattle Office**

4649 Sunnyside Ave N, Ste 100, Seattle, 98103-6900  
P: (206) 545-7055 F: (206) 545-7059  
TDD: (206) 632-3456 Toll: (866) 545-7055

### **Apprenticeship and Nontraditional Employment for Women (ANEW)**

550 SW 7th St, Ste B303, Renton 98057  
P: (206) 381-1384 F: (206) 381-1389 Web: anewaop.org  
Since 1980, ANEW has worked to help women and men become competitive for trades' occupations. Construction Readiness Training (CRT) is an 11 week apprenticeship preparation training program, including introduction to multi-trades, strength building and job/life skills components. Call for orientation location and time.

### **Apprenticeship Opportunities Project**

550 SW 7th St, Ste B305 Renton, 98057  
P: (206) 381-1384 F: (206) 381-1389  
Web: www.anewaop.org

Helps women, people of color, people with disabilities, and low-income people access opportunities in the construction trades through apprenticeships. Must be at least 18 years old, physically able to perform construction work, live in King Co., have (or be in process of obtaining) a high school diploma or GED, possess a valid WA driver's license, and be drug free. Orientations are held weekly on Tuesdays at 2pm. Call for information or visit our website.

### **Asian Counseling and Referral Service**

3639 Martin Luther King Jr Wy S, Seattle, 98144  
P: (206) 695-7590 F: (206) 448-5874  
Web: www.acrs.org Email: yonglim@acrs.org

For job seekers, we provide career development; job skills training; customized hospitality training; job readiness preparation; job placement; retention services to Seattle-King County low-income job seekers at no cost. We also provide work-based literacy program to limited-English proficient workers and their employers. Employment & Training Program Orientation is every Tues at 3pm.

### **Bates Technical College**

1101 S Yakima Ave, Tacoma, 98405

- **Assessment Center**

P: (253) 680-7030

Offers a Career Explorer four-hour testing session and a one-hour follow-up consultation with a certified vocational counselor. Includes the Strong Interest Inventory, Myers-Briggs Type Indicator, Differential Aptitude Tests, and Compass achievement test. Learn more about your interests, abilities, and personality. Sessions are held weekly throughout the year. Cost is \$123.85 including all materials. Call for appointment.

- **Employment Security Job Service Center**

P: (253) 680-7240

Email: jobservices@bates.ctc.edu

Provides job leads and other job search assistance.

- **Worker Retraining Program**

P: (253) 680-7299

Services for workers facing layoff, receiving unemployment benefits, or whose benefits have run out during the past two years.

### **Bellevue College**

3000 Landerholm Cir SE, Bellevue, 98007-6484

- **Arts and Humanities**

R-230

P: (425) 564-2341

Web: www.bellevuecollege.edu/artshum

Prepare for Work and Workplace Intensive are two classes that are offered each quarter for several weeks. Topics include assessing skills and interests, writing a resume,

**Bellevue College (continued)**

researching job opportunities, calling potential employers, practicing interviews, and English language skills for all phases of the job search. Prepare for Work is for Bellevue residents who are non-native speakers and currently looking for work. WorkPlace is for any ESL students who have lost their jobs and are intermediate to low-advanced. Intermediate/advanced classes offered. Call for information about next scheduled class or visit our website.

- **Center for Career Connections & the Women's Center**

Student Services Building

P: (425) 564-2279

Web: <http://www.bellevuecollege.edu/careers>

Provides career planning and job search services to students, alumni and members of the community, both men and women, including career transition; resume and interviewing classes; free quarterly career and job search workshop series, individual career advising, job search and internship assistance; computerized career resources, and scholarship/funding options-advice.

- **Worker Retraining Program**

B-131

P: (425) 564-4054

Web: [www.bellevuecollege.edu/we](http://www.bellevuecollege.edu/we) Email:

[worktrng@bellevuecollege.edu](mailto:worktrng@bellevuecollege.edu)

Assistance for workers facing layoff, receiving unemployment benefits, whose benefits ended within the past 24 months, displaced homemakers, or former self-employed. Offers free tuition, priority registration and educational planning. Call or visit our website for weekly orientation or call for more information regarding our programs.

**Black Dollar Task Force**

116 21st Ave, Seattle, 98122

P: (206) 323-0534 F: (206) 323-4701

Web: [www.blackdollar.org](http://www.blackdollar.org)

Black Dollar Task Force serves as a resource center assisting people in looking for service through the African American Business Directory and referrals to training and job placement available. Also offered are entrepreneurial, business training classes to be scheduled.

**Careers.Org**

Web: [www.careers.org](http://www.careers.org)

Use Careers.Org to investigate more than 150,000 pages about online degrees and universities, jobs and occupations, entrepreneurial opportunities and career resources in WA State, the US, Canada and across the world. Find detailed information about hundreds of colleges and universities, along with in-depth profiles of thousands of related academic programs, occupations and industries. More than 20,000 sites link to Careers.Org and its extensive directory of career resources, college profiles and regional career directories.

**CARES of Washington**

CARES of Washington provides opportunities for people with disabilities in the Puget Sound region to achieve their full employment potential. CARES specializes in providing individualized and long-term support for clients. Services are provided in Snohomish, King, Pierce and Kitsap counties to over 300 people annually. CARES provides career advancement, self-sufficiency, job readiness, pre-employment training, job placement, job coaching and job retention services to adults over 18 with barriers to employment.

- **Bremerton Office**

2817 Wheaton Wy, Ste 209, Bremerton, 98337

P: (360) 377-1502

- **Seattle Office**

1833 N 105th St, Ste 201, Seattle, 98133

P: (206) 938-1253

- **Tacoma Office**

1501 Pacific Ave, Ste B-01, Tacoma, 98402

P: (253) 274-1479

**Cascadia Community College**

18345 Campus Wy NE, Lib. Annex, Bothell, 98011-8205

Web: [www.cascadia.edu](http://www.cascadia.edu)

Professional technical program in high demand include Energy Audit Specialist, Web Foundations, Database Development, Computer Applications Specialist, Energy Management, Technical Support Specialist, JavaScript Programming, Network Specialist, Phlebotomy, PC Network Technician, Network Specialist, Computer Programming Foundations, Environmental Technologies and Sustainable Practices, Network Technology and Web Application Programming.

- **Worker Retraining Program**

P: (425) 352-8132 Web: [www.cascadia.ctc.edu/wrp](http://www.cascadia.ctc.edu/wrp)

You may be eligible for free books & tuition through Worker Retraining if you: 1) have been laid off & are currently receiving Unemployment Benefits OR 2) have received Unemployment Benefits within the last 2 years OR 3) are formerly self-employed OR 4) are a displaced homemaker (no longer supported by the income of another family member). You may also be eligible if you are working & meet 2 of 3: 1) your occupation is in decline, 2) you do not have 45 college credits, 3) you must upgrade your skills to stay employed. Program staff can also assist in the initial planning of a customized training program & the completion of Commissioner Approved Training (CAT) & Training Benefits (TB) applications. Additional scholarships are available to those who have exhausted their benefits.

- **WorkFirst**

P: (425) 352-8139

If you are currently receiving TANF through DSHS you may be eligible for up to 1 year of educational assistance for tuition, fees & books. Qualified low-income parents may attend GED preparation classes and/or basic skill classes free. Call for more information.

## Center for Career Alternatives

Web: [www.ccawa.org/](http://www.ccawa.org/)

Provides education, GED preparation, vocational training, short-term job training and job placement assistance for low-income youth and adults. All services are free for eligible participants.

- **Seattle Office**

901 Rainier Ave S, Seattle, 98144

P: (206) 322-9080 F: (206) 322-9084

TDD: (206) 322-6044

## Centerpoint Institute for Life and Career Renewal

4000 NE 41st St, Bldg D, Ste 2, Seattle, 98105-5428

P: (206) 686-5433

Web: [www.centerpointseattle.org](http://www.centerpointseattle.org)

A non-profit organization offering career services to adults in transition. Our mission is to inspire people to discover creativity, passion, and renewed commitment in life and at work. Services include individual counseling, workshops, support groups, retreats, Career Resource Center and Weekly Job Search Clinics. Attend a free Wednesday or Thursday Orientation Session.

## Central Area Motivation Program (CAMP)

722 18th Ave, Seattle, 98122

P: (206) 812-4940 F: (206) 328-8138

- **Employment Program**

P: (206) 812-4940

Job listings, job search information, workshops, and career counseling for low-income individuals. Job placement program for low-income youth and adults. All services free. Call for schedule of orientations and job search training workshops.

- **Re-Entry Assistance Program Work Orientation**

P: (206) 812-4948

The Re-Entry Assistance Program may help you with pre-employment preparation, job search assistance, vocational training, life skills training, job placement and development, housing assistance, driver's license re-instatement, bus tokens and clothing for interviews and work. If we are not able to help, we may be able to refer you elsewhere. Bring picture ID and Social Security Card. Please call (206) 812-4948 to make an appointment.

## Chinese Information and Service Center

611 S Lane St, Seattle, 98104

P: (206) 624-5633 F: (206) 624-5634

Email: [idal@cisc-seattle.org](mailto:idal@cisc-seattle.org)

- **Employment Program**

Individual and group assistance with job search skills and job placement for non-English speaking or English as a second language individuals. Modest fee for services to adults. Services free for youth (14 to 21 years old) and persons of disability.

## Clover Park Technical College

4500 Steilacoom Blvd, Lakewood, 98499

- **Assessment Center**

P: (253) 589-5670

Assessment testing for enrollment in college technical programs, call for testing schedule. Photo identification required; cost is \$19.00.

- **Worker Retraining Program**

P: (253) 589-5541

Services for workers facing layoff, receiving unemployment benefits, or whose benefits have run out during the past 2 years.

- **WorkFirst Office**

P: (253) 589-5503

Training programs and funding assistance for TANF and low income working parents.

- **WorkSource Affiliate Site and Career Center**

P: (253) 583-8765

Job leads and other job search assistance available to the public and Clover Park Technical College students.

## Community Trades and Careers

10407 Airport Rd, Everett, 98204

P: (425) 353-7521

- **Dislocated Worker Program**

Services for dislocated workers - workers unemployed as a result of a plant closure, mass layoff, workforce reduction or declining occupation demand. Benefits may include job search assistance, reemployment counseling, and vocational skills training.

## Delridge Rec-Tech Computer Lab

4501 Delridge Wy SW, Seattle, 98106

P: (206) 684-0364

Computer lab and printed resources are available for adults who wish to produce a resume or check job listings on the internet. This service is available Mon - Thur from 5:30-8pm.

## Eastside Employment Services

1215 120th Ave NE, Ste 101, Bellevue, 98005

P: (425) 453-0676 F: (425) 453-0338

Web: [www.eside.org](http://www.eside.org) Email: [info@eside.org](mailto:info@eside.org)

Assists individuals with disabilities in finding employment with King County businesses.

## Edmonds Community College

20000 68th Ave W, Lynnwood, 98036

Web: [www.edcc.edu](http://www.edcc.edu)

- **Business Training Center**

9901 24th Pl W, Everett, 98204

P: (425) 640-1840 F: (425) 267-5749

Web: [www.the-btc.com](http://www.the-btc.com)

The Center offers an array of classes and programs to help students meet their business and professional needs, including training towards specialty certifications.

**Edmonds Community College (continued)**

- **Career Action Center**

P: (425) 640-1256 F: (425) 640-1121

Web: <http://careeractioncenter.edcc.edu>

Job listings for part-time and full-time jobs and internships. Some of the positions are exclusively for ECC students and alumni. The CAC hosts multiple career-related events throughout the year.

- **Career Planning Classes**

P: (425) 640-1593

Web: <http://ccls.edcc.edu>

Edmonds Community College's Career, College and Life Success department offers several types of career planning classes, which include interest/personality inventories, self-exploration, career research, and decision-making.

- **Worker Retraining Program**

P: (425) 640-1433

Web: [www.edcc.edu/retraining](http://www.edcc.edu/retraining)

Job retraining available now in high demand fields for those facing layoff, or collecting unemployment benefits, or whose benefits have run out in the past 24 months. Program also serves displaced homemakers, those who were self-employed and are now unemployed and veterans honorably separated from the US Armed Services within the past 24 months. Services include career counseling, financial assistance with tuition and books, and help with job placement.

**Everett Community College**

2000 Tower St, Everett, 98201

- **Career Planning Classes**

P: (425) 388-9263

EVCC's Human Development Dept offers career classes including interest/personality inventories, self-exploration, career research and decision making.

- **Counseling, Advising & Career Center**

P: (425) 388-9263

The Center provides tools to explore various career & educational opportunities. Access to free career exploration software programs.

- **Worker Retraining Program**

P: (425) 388-9547 or (425) 259-8755

Services for workers facing layoff, receiving unemployment benefits, or whose benefits have run out during past two years and displaced homemakers.

- **WorkFirst**

P: (425) 388-9551

Services for families on TANF or low wage working parents.

**FamilyWorks**

1501 N 45th St, Seattle, 98103

P: (206) 694-6727

Family Works is a Family Resource Center and Food Bank located in the Wallingford neighborhood. We offer some limited employment resources. We have a clipboard with

**FamilyWorks (continued)**

current job listings we post job training programs. We have one public access computer that can be used for at least 1/2 hour on a first come first served basis. We have a phone for short phone calls that are job related. We have one-on-one computer assistance by appointment only. A volunteer employment advisor provides free consultations by appointment only. For appointments or more information, call the above number.

**FareStart**

700 Virginia St, Seattle, 98101

P: (206) 443-1233 F: (206) 441-7543

Web: [www.farestart.org](http://www.farestart.org)

Sixteen-week food-services education and training program for homeless and disadvantaged individuals. Support services and job placement assistance available to participants. Program orientations held Tuesdays at 9:30am. Call for information or visit our website.

**Fleet and Family Support Program****Naval Station Everett**

13910 45th Ave NE, Ste 857, Marysville, 98271

P: (425) 304-3367

This program prepares separating service members and their family members to meet the challenges of transitioning from a military to a civilian lifestyle. It helps you evaluate employment and lifestyle options by offering individual counseling, workshops to build job search skills, computer assisted programs, and referrals to other service providers. Our classes are available only to people with military ID. Call for assistance.

**Green River Community College**

12401 SE 320th St, Auburn, 98092-3622

- **Career and Advising Center**

P: (253) 833-9111 ext. 2641

Staff provides entry-level academic, professional/technical and exploratory advising & planning assistance.

- **Continuing Education**

P: (253) 833-9111 ext. 2535

Offers evening and weekend classes in small business development, continuing professional education and certification programs, short-term job training programs, basic computer training, and lifelong learning, flagger certification, forklift truck operator certification.

- **Student Services/Women's Programs**

P: (253) 833-9111 ext. 2547

Web: <http://www.greenriver.edu/womensprograms/>  
Resources and support for women entering school or in transition. Workshops offered during entire year. Student resource. Call for more information or go to our website.

- **Worker Retraining Program**

P: (206) 464-6133 ext. 2211 - Seattle

(253) 833-9111 ext. 2211 - Auburn

(253) 924-0180 ext. 2211 - Tacoma

### **Green River Community College (continued)**

Provides training in all GRCC Vocational Programs and financial assistance for workers facing layoff who will be receiving unemployment benefits, those presently unemployed, or those who have exhausted their benefits within the past two years.

- **WorkFirst Program**

P: (206) 464-6133ext. 2211 - Seattle  
(253) 833-9111 ext. 2211 - Auburn  
(253) 924-0180 ext. 2211 - Tacoma

WorkFirst helps low-income men and women learn job-specific skills in order to earn a better living. Participants can receive assistance to pay for tuition, books and fees.

### **Highline Community College**

2400 S 240th St, Des Moines, 98198-9800

- **Student Employment Center**

Bldg 6, 2nd Fl

P: (206) 878-3710ext. 3350 F: (206) 870-3749

Students and non-students welcome! Search Highline's job listings and learn how to search the Internet for jobs.

- **Women's Programs & WorkFirst Services**

Bldg 6, 1st Fl

P: (206) 878-3710ext. 3340 F: (206) 870-3741

Tuition and book assistance for income eligible parents. Resources referral service available. We can help you overcome the hurdles you face coming to school, support you while you are here, and assist you with the transition back to work. If you receive TANF, attend our TANF orientation as the first step towards your educational and personal goals. Call for more information.

- **Worker Retraining Program**

Bldg 6, 2nd Fl

P: (206) 878-3710ext. 3802 F: (206) 870-3730

Services for workers who are currently receiving unemployment benefits or who have received benefits within the last 24 months or are facing a layoff, OR are a displaced homemaker formerly dependent on the income of another family member but are no longer supported by that income, OR are unemployed or underemployed and are having trouble obtaining or upgrading employment, OR have been operating their own business and are unemployed because of general economic conditions in the community in which they reside or currently working and vulnerable to layoff.

### **Irene Myers, MA, PCC**

P.O. Box 30858, Seattle, 98113

P: (206) 340-1914

Web: [www.irenemyers.com](http://www.irenemyers.com) Email: [imcoach@irenemyers.com](mailto:imcoach@irenemyers.com)

- **Career and Life Design**

Workshops, coaching, "Archetypes of Calling" inventory, Dependable Strengths process, workshops on introvert/extrovert communication.

### **Job Corps, U.S. Department of Labor**

Admissions and Placement Offices

Free professional and vocational training for people 16-24 in a residential environment. Free job placement upon graduation from program. Students receive a small salary while learning a trade. Contact Admissions Counselor for more detailed information. Every Tuesday at 2pm in the Seattle office is an Information Session that is an hour-long presentation of the program.

- **King County Office**

1511 3rd Ave, Ste 321, Seattle, 98101

P: (206) 622-6593ext. 11 or 15 F: (206) 467-9812

- **Snohomish County Office**

3201 Broadway, Ste C, Everett, 98201

P: (425) 388-0166

### **King County**

- **Dislocated Worker Program**

WorkSource Renton, 500 SW 7th St, Ste 100, Renton, 98057

P: (206) 205-3500 F: (206) 205-6565

Web: [www.worksourceskc.org](http://www.worksourceskc.org)

[www.metrokc.gov/dchs/csd/worktraining/dislocated.htm](http://www.metrokc.gov/dchs/csd/worktraining/dislocated.htm)

A comprehensive reemployment program for workers unemployed due to a plant closure, layoffs, foreign competition, natural disaster, or declining demand for skills, as well as displaced homemakers. Services provided may include skills assessments, job search assistance, reemployment counseling, and scholarships toward training programs at approved training sites. See WorkSource Seattle-King County, page 16 for a site near you.

- **Veterans Program**

123 3rd Ave S, Ste 300, Seattle, 98104 or WorkSource

Renton: 500 SW 7th St, Ste 100 Renton, 98057

P: (206) 296-7656 Renton: P: (206) 205-3501; F: (206) 205-

3213 F: (206) 296-0298

Emergency financial assistance, case management, job placement & referrals, short-term and transitional housing and referral service for veterans and incarcerated veterans. Must have DD214 form and live in King County. Financial assistance available to eligible veterans. All services free. Call for requirements.

- **Work Training Program, Administrative Office**

401 5th Ave, Ste 510, Seattle, 98104

P: (206) 263-9105

Web: <http://kingcounty.gov/dchs/csd/worktraining>

Serves youth ages 16-24 in several locations and dislocated workers through WorkSource Centers and Affiliates in Seattle- King County. The King County Jobs Initiative serves adults involved with the criminal justice system through WorkSource Downtown & WorkSource Renton. Job training, placement, and educational services at several different sites. See link to <http://www.worksourceskc.org> for services and workshop schedule for WorkSource system. All services free. Different eligibility requirements for different funding sources. See our website for options.

**King County Reemployment Support Center**

(see Worker Center/AFL-CIO, page 15 )

**Lake Washington Technical College**

11605 132nd Ave NE, Kirkland, 98034-8506

- **Employment Resource Center**

West Building, Rm W207

P: (425) 739-8113

Web: [www.lwtc.edu/erc](http://www.lwtc.edu/erc)

Career & job search assistance, career/job search literature, Internet job search. Resume critique and career choice workshop. Online career services and job openings, go to our website.

- **Opportunity Grant Scholarship**

West Building, Rm W207

P: (425) 739-8100448

Email: [opportunitygrant@lwtc.edu](mailto:opportunitygrant@lwtc.edu)

The Opportunity Grant Scholarship assists low-income students in reaching their educational and career goals in high-wage, high-demand occupations. Students must be in Accounting, Business or Healthcare programs, a Washington State resident and meet eligibility guidelines. Services include tuition and books, support services, tutoring, education and career planning and assistance with job placement.

- **Worker Retraining Program**

West Building, Rm W207

P: (425) 739-8206

Web: [www.lwtc.edu/wrp](http://www.lwtc.edu/wrp)

Services for workers facing layoff, collecting unemployment benefits or for those whose benefits have run out in the past 24 months. The program also services displaced homemakers and those who were self-employed and are now unemployed. Services include career counseling, financial assistance with tuition and books and help with job placement. Check out our website for more information.

- **WorkFirst GED and Basic Skills Training**

West Building, Rm W207

P: (425) 739-8131

GED preparation classes and Adult Basic Skills education free to TANF parents. Please call for more information.

- **WorkFirst Job Skills Training**

West Building, Rm W207

P: (425) 739-8339

Assistance with tuition and books for TANF parents enrolled in vocational programs. Job skill training for up to one year certificate programs.

**LDS Employment Services**

A free employment referral service organized by the Church of Jesus Christ of Latter Day Saints. No fees charged to the job seeker or employer.

- **Federal Way Employment Resource Center**

34815 Weyerhaeuser Way S, Federal Way, 98001-9578

P: (253) 815-6983

Hours of operation: Mon - Wed from 10 am to 2 pm.

**LDS Employment Services (continued)**

- **Renton Employment Resource Center**

220 S 3rd Pl, Renton, 98057

P: (425) 687-6942 F: (425) 687-8581

Hours of operation: Mon-Fri from 9am to 4pm.

**Lighthouse for the Blind, Inc.**

2501 S Plum, Seattle, 98144

P: (206) 322-4200 F: (206) 329-3397

TDD: (206) 324-1388

- **Service, Office and Systems (SOS)**

Provides specialized training to blind or visually impaired persons seeking employment as customer service representatives, receptionists, clerks, and other entry-level administrative positions.

**Literacy Source**

720 N 35th St, Seattle, 98103-8816

P: (206) 782-2050

Web: [www.literacy-source.org](http://www.literacy-source.org) Email: [info@literacy-source.org](mailto:info@literacy-source.org)

We offer Adult Basic Education, English as a Second Language (ESL) tutoring and conversation classes, computer literacy, workplace skills, citizenship and civics classes and an individualized adult high school diploma program.

- **Workforce Instruction**

Individual tutoring and classes for jobseekers who are English as a Second Language learners (beginning to high intermediate) or native English speakers, in basic computer skills, job search techniques and how to apply, submit resumes online. GED programs also available. Eligibility requirements for ESL students, contact for information.

**Mercer Island Youth and Family Services**

2040 84th Ave SE, Mercer Island, 98040

P: (206) 275-7764 or (206) 275-7890 F: (206) 275-7890

TDD: (206) 236-7321

- **JOBLINK**

Web: <http://www.mijoblink.org>

JOBLINK makes connections between job seekers, local businesses and Mercer Island residents offering employment opportunities. During the school year and summer JobLink maintains public job posting boards. Individual job search assistance available for Mercer Island youth 14-22 and low-income adults. Job Boards maintained 9 am - 5 pm at agency office.

**Millionair Club**

2515 Western Ave, Seattle, 98121

P: (206) 728-5627 F: (206) 957-3848

Web: [millionairclub.org](http://millionairclub.org) Email: [info@millionairclub.org](mailto:info@millionairclub.org)

- **Employment Services**

Offers individuals limited job searching assistance. Please call for assistance. Day Labor program provides short-term, daily-paid jobs.

### **Multi-Service Center**

1200 S 336th St, Federal Way, 98003  
P: (253) 838-6810

- **ABE, GED, ESL**

For south King County residents. Small classes, days and evenings.

- **Employment Services**

Offers help with Work Preparation: skill and interest assessment, workplace readiness and job search training – including resumes, applications, interviewing, letters and job search activities. Career Development and Employment Support Services offered as well. Open to all income levels.

### **National Asian Pacific Center on Aging (NAPCA)**

Web: [www.napca.org](http://www.napca.org)

- **Senior Community Service Employment Program**

1511 3rd Ave, Ste 914, Seattle, 98101  
P: (206) 322-5272 F: (206) 322-5387

On-the-job training, part-time work experience, job search assistance, and placement services for low-income individuals age 55 and older, with expertise in serving Asians and Pacific Islanders. Information and referrals regarding Asian/Pacific elderly services. All services free.

- **Senior Environmental Employment (SEE) Program**

1511 3rd Ave, Ste 914, Seattle, 98101  
P: (206) 838-8163 F: (206) 624-1023

The SEE program develops part-time and full-time paid assignments for workers 55 years and older in the U.S. Environmental Protection Agency. Send resume and cover letter to address or to [Lois@napca.org](mailto:Lois@napca.org).

### **Neighborhood House - Greenbridge**

9800 8th Ave SW, Ste 101, Seattle, 98106  
P: (206) 461-4554 F: (206) 767-7671

Web: [www.nhwa.org](http://www.nhwa.org)

Employment assistance include Vocational ESL classes, case management, tuition assistance and job search/readiness support, ESL and Citizenship classes/assistance, youth tutoring and individual/family support. HELPLINE provides limited financial assistance for emergency situations and community resources referrals. Bilingual staff members represent 30 different languages and cultures. Eligibility requirements for programs vary. Please call for more information.

### **North Seattle Community College**

9600 College Wy N, Seattle, 98103-3599

- **Career Services**

P: (206) 527-3685

Some postings for part-time, full-time, temporary, seasonal and volunteer positions. Access to Career Resource Center with reference library and computers to use in career/job search.

### **North Seattle Community College (continued)**

- **Worker Retraining Program**

P: (206) 527-3787

Retraining for dislocated workers, individuals receiving unemployment insurance, displaced homemakers and formerly self-employed. Weekly orientations every Tuesday, 2:30pm - 4:30pm; College Center Building, Room 3449.

### **Pacific Associates**

1833 N 105th St, Ste 305, Seattle, 98133

P: (206) 728-8826 F: (206) 728-0925

Email: [info@pacassoc.com](mailto:info@pacassoc.com)

- **Skills Training**

Services for low income, unemployed and under-employed residents of King County who are 18 years of age or older who need to obtain marketable skills leading towards a livable, self-sufficient wage. Assistance is provided for attending Community & Technical Colleges. Tuition, books, supplies, and other support that may be necessary to attend training are available to support eligible individuals.

### **Pathways for Women YWCA**

3301 Broadway, Everett, 98201

P: (425) 258-2766ext. 226

6027 208th St SW, Lynnwood, 98036

P: (425) 774-9843 Toll: (877)-773-9843

- **Life Transitions Program**

Intensive pre-employment for individuals moving into the work force after an extended period providing unpaid homemaking service. Classes offered monthly throughout Snohomish County to eligible persons. All services free.

### **Pierce College**

9401 Farwest Dr SW, Tacoma, 98498-1999

- **Worker Retraining Program**

P: (253) 964-6265

Retraining in professional technical, pre-employment and career transition programs for dislocated workers, displaced homemakers & recently separated veterans, receiving unemployment insurance benefits, or whose benefits have run out during the past two years. Special funding opportunities and tuition assistance may be available based on an individual's work, family, personal, and financial circumstances. Career transition programs available for those seeking to participate in detailed assessment processes and improve job search techniques and strategies. Specific eligibility criteria may apply.

### **Pike Market Senior Center Employment Program**

85 Pike St, Ste 200, Seattle, 98101

P:(206)728-2773ext. 6 F:(206) 727-4849

Email: [ccripe@speakeasy.net](mailto:ccripe@speakeasy.net)

Referral agency connecting senior citizens (55+ years) with day, temporary or permanent work. Temporary employment includes carpentry, homecleaning, moving, odd jobs, painting, restaurant/dishwashing, yardwork/landscaping.

## Refugee Federation Service Centers

7101 Martin Luther King Wy S, #214, Seattle, 98118

P: (206) 725-9181 F: (206) 725-9175

Job search assistance, pre-employment training, vocational skills, on-the-job training and worksite literacy for refugees & immigrants. Main location in Seattle has on-site electronic assembly facility. All services free. Also located at:

- **Kent**

1215 Central Ave S, Ste 210, Kent, 98032

P: (253) 852-5150 F: (253) 852-1336

- **White Center**

10025 16th Ave SW, Seattle, 98146

P: (206) 762-4894 F: (206) 764-0662

## Renton Technical College

3000 NE 4th St, Renton, 98056

Web: [www.rtc.edu](http://www.rtc.edu)

- **Basic Food Employment & Training (BFET)**

P: (425) 235-5840 or (425) 235-2352, ext. 5720

The program can offer access to DSHS subsidized child care and limited assistance with tuition, fees and books.

- **Counseling Center**

P: (425) 235-5840

Free career counseling for prospective students. Monday - Thursday, 7:30am: to 5:30pm; Friday, 7:30 am to 4:00 pm

- **Small Business Classes**

P: (425) 235-2352 ext 2285

Classes and workshops for small business owners, entrepreneurs, managers, and anyone interested in starting a small business. All classes listed on website.

- **Worker Retraining Program**

P: (425) 235-2352 ext. 5569 or (425) 235-5840

Offers vocational counseling, financial aid, training, and job placement for those who have received a recent layoff notice, are receiving unemployment benefits, or have exhausted those benefits within the last two years. Services are also available for displaced homemakers, those who were self-employed or veterans. Please call for more information.

## Seattle Central Community College

1701 Broadway, Seattle, 98122

- **Career Services Center**

Room 1102E

P: (206) 344-4383

Web: <http://seattlecentral.edu/careercenter>

Career specialist available to assist with career choices, computerized career assessments, catalogs and websites of colleges and universities and scholarship and grant information. All services are free to students and non-students. Appointments unnecessary, but are encouraged.

- **Community Education**

P: (206) 587-5448

Classes for both career development and personal enrichment. Also provides customized training for Seattle area business and other organizations.

## Seattle Central Community College (continued)

- **Cooperative Education and Service-Learning**

P: (206) 587-5422

Internship, volunteer and service-learning resources for students.

- **Mainstay**

P: (206) 587-3813 F: (206) 287-5533

TDD: (206) 587-3813

Vocational assessment, job search assistance, and on the job training and support services for individuals with physical, developmental, emotional and sensory disabilities services. Youth with disabilities, who are in school-based transition programs to prepare for competitive employment, are also served.

- **Women's Programs & Workforce Education Services**

801 E Pine St, Room 202 - Fine Arts Bldg

P: (206) 587-3854 F: (206) 516-2956

Assists women in identifying and achieving educational and career goals through a resource center and one-to-one assistance. WorkFirst, for current TANF, facilitates entry of WorkFirst participants into college classes & programs. Participating students may be awarded funding for tuition, books and other school fees. Basic Food Employment & Training provides funding assistance with education, work training and related support services to currently eligible individual receiving DSHS Basic Food Assistance.

- **Worker Retraining Program**

Room 4177

P: (206) 587-6310 F: (206) 344-4390

Employment and lifelong learning programs, for people who are unemployed and in need of meaningful work or retraining. Public access to computer/Internet for career development and job search. Please call for orientation and information.

## Seattle Conservation Corps

7727 63rd NE, Ste 201, Seattle, 98115

P: (206) 684-0190 F: (206) 386-1696

Paid work experience program provides outdoor labor and learning center for homeless adults. Program includes individualized job placement assistance. All services free.

## Seattle Goodwill

1400 S Lane St, Seattle, 98144

P: (206) 860-5791 F: (206) 325-9845

- **Adult Basic Education (ABE)**

Program provides classroom instruction in subjects such as reading, writing, math and computers. ABE is for individuals aged 16 and over who want to learn. The program services include adult education, literacy, GED, and American conversational English classes. A participatory approach to learning is used to help students meet their academic and personal needs. All classes, programs and services are free and open to the public.

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## Seattle Goodwill (continued)

### • Education and Workforce Development Programs

The Employment and Training Program is a nine-month paid program. This program combines paid on-the-job training with job skills classes and job search strategies that will prepare you for a career with a future. Learn workplace and technical skills, such as business communication, communication, customer service, computer applications and data entry. Get help with job search, job placement and job retention.

### • Seattle Goodwill Works

P: (206) 860-9675 F: (206) 325-9845

Goodwill Works is a not-for-profit employment training and placement program that provides training and placement services for participants and on-going support to employers and employees. The program provides intensive training that focuses largely on developing and reinforcing the workplace behaviors, attitudes and skills that are necessary to get and keep a good job.

## Seattle Indian Center

611 12th Ave S, Ste 300, Seattle, 98144

P: (206) 329-8700 F: (206) 328-5983

### • Employment Services Department/WIA

Email: sic\_employment@qwest.net

Job search assistance, job listings, educational counseling, tuition assistance and career planning for American Indians, Alaska Natives and Hawaiian Natives residing in King County. Intakes for income-eligible individuals from 9am - 4pm daily. Resource room with Internet access and computers for walk-in clients to use for job searching, resume development and cover letter creation. Computer and video based tutorials for clients to brush-up specific software skills. All services free.

## Seattle Public Library

1000 4th Ave, Seattle, 98104

P: (206) 386-4636 F: (206) 386-4634

Web: www.spl.org

Career and job search information as well as basic computer skills classes for adults. Resources on Washington occupations and employers, fundraising and starting/managing a small business. Print & online resources on career choice, local job search, job related test preparation. Adult ESL and literacy programs including conversation classes, learning English on a computer and basic computer classes. The Central Library is also a WorkSource Connection Site (see WorkSource Seattle-King County). Website has online calendar of classes and events. All services free.

## Seattle SCORE

2401 4th Ave, Ste 450, Seattle, 98121

P: (206) 553-7320 F: (206) 553-0194

Seattle SCORE provides free personalized one-on-one counseling to help people start and operate a successful

## Seattle SCORE (continued)

small business. Seattle SCORE provides workshops for a modest fee, for new businesses and aspiring entrepreneurs; these workshops provide a general overview of what it takes to start and operate a new business. Seattle SCORE also provides free mentoring for long-term business advising sessions.

## Seattle Vocational Institute

2120 S Jackson St., Seattle 98144

P: (206) 587-4950

### • Job Resource Center

P: (206) 516-3183

Full-time and part-time jobs are posted and updated.

Information on employers and current wages for different occupations are also available. Pre-employment and Life Skills workshops are offered periodically. These workshops provide information on how to manage stress, make initial contact with potential employers, write a resume and interview successfully. Job Club is the 2nd & 4th Tuesdays of each month, Rm 102, 12 noon to 1pm.

### • Worker Retraining Program

P: (206) 302-0963

Services for workers facing layoff, receiving unemployment benefits or whose benefits have run out during the past two years. Call for orientation information.

### • WorkFirst Program

P: (206) 516-2948

Employment Services for individuals currently receiving Temporary Assistance for Needy Families. Employment resources for students and the community.

## Seattle Youth Garden Works

4649 Sunnyside Ave N # 120, Seattle, 98103

P: (206) 619-5196

Web: www.sygw.org Email: info@sygw.org

Seattle Youth Garden Works is a non-profit program that provides employment and educational opportunities for homeless and at-risk youth (ages 14-21) through an innovative, entrepreneurial market gardening program. Youth tend organic vegetables and herbs from seed for sale at local farmer's markets. Youth learn lessons about agriculture, environmental science and nutrition. They leave our program with increased self confidence; transferable employment skills such as how to write a resume, sales tracking and inventory, cashiering and customer service, and entrepreneurship and marketing; and employment maintenance skills such as reliability, working with a supervisor and as part of a team.

## Seattle, City of (Human Services)

### • Mayor's Office for Senior Citizens Age 55+ Employment Resource Center

810 3rd Ave, Ste 350, Seattle, 98104-1604

P: (206) 684-0500 F: (206) 684-0494

**Seattle, City of (Human Services) (continued)**

Job search workshops, individual counseling and resources for Seattle/King County job seekers ages 55 and older. Monday - Thursday, 9 am to 3pm (call for appointment).

- **Seattle Office for Civil Rights**

810 3rd Ave, Ste 750, Seattle, 98104-1604

P: (206) 684-4500 F: (206) 684-0332

TDD: (206) 684-4503

Web: <http://www.seattle.gov/civilrights>

The Seattle Office for Civil Rights promotes equal access to services within the City of Seattle and works to eliminate discrimination in housing, employment, public accommodations, contracting and predatory lending for Seattle residents. The office provides city-wide leadership and guidance in the areas of civil rights and equal opportunity, develops anti-discriminatory programs and policies, enhances awareness through education and community outreach and enforces City, State and Federal anti-discrimination laws. All services are free.

- **Seattle Youth Employment Program (SYEP)**

Central Building, 810 3rd Ave, Ste 420, Seattle, 98104

P: (206) 386-1375 F: (206) 621-5032

A 7-week summer program that provides work readiness training through learning-rich worksite and educational experiences to low-income Seattle youth facing challenges to employment. Youth are ages 14-21 and all services are free.

**Shoreline Community College**

16101 Greenwood Ave N, Seattle, 98133

- **Basic Food Education and Training Program**

P: (206) 546-6967

Provides additional services for Basic Food recipients. Potential childcare and transportation assistance, along with other support services. Call for eligibility requirements and additional information.

- **Career Education Options (CEO)**

P: (206) 546-7844 F: (206) 546-5826

Provides educational services to individuals, ages 16-21, who left high school without earning a diploma. Services for eligible participants include GED preparation, free professional/technical career training, job search assistance, and support services.

- **Counseling Center**

P: (206) 546-4559 F: (206) 533-5101

Career Exploration and Life Planning classes offered Fall, Winter and Spring quarters. WOIS (computerized career program). Call for new student advising and registration.

- **Women's Center**

P: (206) 546-4715

Information, referral, presentations, workshops and support.

- **Worker Retraining Program**

P: (206) 546-6961

Services for workers facing layoff, receiving unemployment benefits or whose benefits have run out during the past two

**Shoreline Community College (continued)**

years. Also provides services for self-employed persons, displaced homemakers and workers at risk of being laid off due to a need for new skills. Call for orientation information.

- **WorkFirst Programs**

P: (206) 546-6957

FREE job training and tuition assistance for parents with children 18 years or younger. Must be receiving DSHS TANF or be low-income parent who is working at least part-time to be eligible. Job placement assistance is available as well as other services.

**Small Business Development Centers**

Web: [www.wsdbc.org](http://www.wsdbc.org)

Sponsored by the Small Business Administration in partnership with state and local governments, the educational community, and the private sector to provide high-quality low-cost assistance, counseling, and training to prospective and existing business owners.

- **Auburn SBDC**

110 2nd St SW, Ste 135, Auburn, 98001

P: (253) 333-4953 F: (253) 333-4940

- **Bellevue College SBDC**

3000 Landerholm Cir SE, North Campus, Bellevue

P: (425) 564-2236

- **Edmonds Community College SBDC**

Mailing Address: 9901 24th Pl W; Everett, 98204

P: (425) 640-1435 F: (425) 743-5726

Email: [sbdc@edcc.edu](mailto:sbdc@edcc.edu)

Physical Address: Quadrant I-5 Corporate Park; 728 134th Street SW, Ste 128, Everett, 98204

- **Green River Community College SBDC**

110 2nd St SW, Ste 135, Auburn, 98001

P: (253) 333-4953 F: (253) 333-4940

417 Ramsay Wy, Ste 112, Kent, 98032

P: (253) 856-9595 ext. 5401 F: (253) 333-4972

- **Highline Community College SBDC**

P.O. Box 98000, MS 99-101, Des Moines, 98198

P: (206) 870-3785 F: (206) 870-5929

- **Renton SBDC**

P: (425) 235-7819

Email: [sbdc-renton@rtc.edu](mailto:sbdc-renton@rtc.edu)

- **South Seattle**

13925 Interurban Ave S, Ste 100, Seattle, 98168

P: (206) 246-4445 F: (206) 246-2542

- **Tacoma SBDC**

1101 South Yakima Ave, M-123, Tacoma, 98405

P: (253) 680-7768 F: (253) 680-7771

- **WSU West**

520 Pike St, Ste 1101, Seattle, 98101

P: (206) 428-3022 F: (206) 448-1334

## Sound Employment Services

709 NE Northlake Wy, Seattle, 98105

P: (206) 634-3459 F: (206) 634-2043

We assist people with disabilities find and maintain employment. Community based job assessment, job development, interview and resume skill building, career consulting, co-worker training including disability awareness and support. Funding from DDD and DVR or private pay negotiable.

## South Seattle Community College

6000 16th Ave SW, Seattle, 98106

- **Career Development Services/WorkSource Affiliate Site**

P: (206) 764-5304 Web: [worksource.southseattle.edu](http://worksource.southseattle.edu)

Email: [careercenter@sccd.ctc.edu](mailto:careercenter@sccd.ctc.edu)

Comprehensive Career Development Center open to students and the community. Offers Internet access, over a dozen computerized career exploration software programs, job leads, vocational testing for a fee, and job search assistance. Community partners on site provide access to other resources such as tuition assistance and support services. For free workshops please check our website.

- **Career Link Academy at SSCC**

P: (206) 764-7946

Web: <http://www.southseattle.edu/programs/careerlk.htm>

If you are between the ages 16 and 21 years old, left high school without a diploma or have a GED, and want to gain skills for success in college and beyond while working toward a high school diploma, then Career Link at South can help you to plan for your education and future career. Conveniently located in West Seattle, South Seattle Community College Career Link is a unique program offering a multitude of opportunities including college readiness, career exploration and job skills training.

- **Continuing Education**

Rm OLY 130 P: (206) 764-5339 F: (206) 768-6699

Web: [www.learnatsouth.org](http://www.learnatsouth.org) or [www.southseattle.edu](http://www.southseattle.edu)

Email: [cedstaff@sccd.ctc.edu](mailto:cedstaff@sccd.ctc.edu)

Provides a variety of educational and training opportunities for individuals wishing to explore new horizons and/or obtain specific industry certification. Programs offered include: Certified Financial Planning; Lifelong Learning Classes; Computer Application and Information Technology Classes and online classes. To register, go to our website.

- **Worker Retraining Program**

P: (206) 764-5835

Web: [southseattle.edu/programs/worker.htm](http://southseattle.edu/programs/worker.htm)

All individuals who are currently receiving Washington state unemployment benefits or whose unemployment benefits have been exhausted within the last 24 months or are facing the prospect of layoff may be eligible for assistance under the Worker Retraining Program. Register for a two day orientation at [www.startnextquarter.org](http://www.startnextquarter.org) to qualify for funding. SSCC's Worker Retraining Program provides: Financial Assistance, Career Planning and Job Search Instruction.

## Student Conservation Association

1265 S Main St, Ste 210, Seattle, 98144

P: (206) 324-4649 F: (206) 324-4998

- **Conservation Leadership Corps**

Internship, volunteer and some stipend positions in local and national parks and forests. Seasonal employment for experienced outdoor leaders. Mission is to promote stewardship of the environment and build a new generation of conservation leaders.

## Tacoma Community College

6501 S 19th St, Tacoma, 98466

- **Worker Retraining Program**

P: (253) 566-5188

Training assistance for workers facing layoff, those receiving UI benefits or whose benefits have run out during the past 24 months, veterans honorably discharged in the last 24 months, displaced homemakers and the formerly self-employed.

## The Employment Guide

18943 120th Ave NE, Ste 106, Bothell, 98011

P: (425) 487-9456 or (800) 244-0353 F: (425) 487-9876

Web: [www.employmentguide.com](http://www.employmentguide.com)

Free resource for career-development and advertisements for career opportunities. Distributed weekly.

## The Job Connection

The Job Connection is operated by the Seattle Housing Authority and serves public housing & housing choice vouchers holders. Residents living at High Point, Lake City, New Holly, Rainier Vista and Yesler Terrace who meet income guidelines are also eligible to receive employment services. The Job Connection offers a wide range of employment services customized to meet individual needs as they enter or re-enter the job market. Call for an appointment or to receive more information.

- **High Point Community**

6400 Sylvan Wy SW, Seattle, 98126

P: (206) 588-4324

- **Lake City Community**

12546-1/2 33rd Ave NE, Seattle, 98125

P: (206) 363-1471

- **NewHolly Community**

7058 32nd Ave S, Ste 201, Seattle, 98118

P: (206) 760-2709 F: (206) 760-2515

Email: [cliam@seattlehousing.org](mailto:cliam@seattlehousing.org)

- **Rainier Vista Community**

4410 29th Ave S, #2, Seattle, 98108

P: (206) 722-4010

- **Yesler Terrace Community**

825 Yesler Wy, Lower Level, Seattle, 98144

P: (206) 344-5837

**TRAC Associates**

1001 Broadway, Ste 217, Seattle, 98122  
P: (206) 443-9999 F: (206) 443-9079  
Direct Vocational Services (language assistance available in all programs).

- **Adult and Career Pathways**

Assessment, vocational testing, case management support, training plan development, funding and monitoring, placement, job retention and wage progression services. Free to eligible low-income adults in King County.

- **Dislocated Worker Program**

Assessment, vocational testing, case management support, training plan development, funding and monitoring, job placement, job retention and wage progression services. Free to eligible dislocated workers in King County.

- **King County Jobs Initiative (KCJI)**

Assessment, testing, case management support, job readiness, short-term training plan development and monitoring, placement, job retention and wage progression services. Free to eligible low-income adults in King County outside the City of Seattle.

- **Refugee and Immigrant Assistance Programs**

Job placement, case management support, job readiness training, ESL classes and job retention. Assistance available to refugees.

- **Seattle Jobs Initiative (SJI)**

Assessment, testing, case management support, job readiness, training plan development and monitoring, placement, job retention and wage progression services. Short term training programs: Office Occupations, Welding, IT Help Desk/Support Services, Introduction to the Trades. Orientation held every Wednesday at 1:45. Free to eligible low-income adults in the city of Seattle desiring full-time permanent work that pays \$9/hour or more + benefits.

**United Indians of All Tribes Foundation**

PO Box 99100, Seattle, 98139  
P: (206) 285-4425 F: (206) 282-3640  
Web: [www.unitedindians.org](http://www.unitedindians.org)  
Pre-employment program includes GED training, career-inventory assessment and job placement for low-income youth 16 - 20-years old.

**University of Washington**

- **UW Employment Program**

Medical Center, Rehabilitation Medicine, 1959 NE Pacific St, Box 357920, Seattle, 98195-7920  
P: (206) 543-6387 F: (206) 543-4779  
Web: [www.uwetp.org](http://www.uwetp.org)  
Provides a wide variety of community based services for individuals who have disabilities and are looking for work. We provide comprehensive, no cost services, including: assessments on actual work sites, job development, placement, on the job training, and long-term follow up. The specific services and the degree of support provided are tailored to the unique needs of each client.

**University of Washington (continued)**

- **The Career Center**

134 Mary Gates Hall, Box 352810, Seattle, 98195-2810  
P: (206) 543-0535 F: (206) 616-4863  
Web: [www.careers.washington.edu](http://www.careers.washington.edu)  
HuskyJobs online job listing service (\$60/quarter), and a job search workshop titled, Dependable Strengths Seminar, available to individuals in the community for a fee. The primary focus of services is for students and alumni of the UW. Services include career counseling; internship, part-time and career listings as well as job search assistance workshops. Alumni pay a fee for service. Call for more information.

- **UW Women's Center**

Cunningham Hall, Box 353070, Seattle, 98195-1380  
P: (206) 685-1090 F: (206) 685-4490  
Web: <http://depts.washington.edu/womenctr> Email: [womens@u.washington.edu](mailto:womens@u.washington.edu)  
Free job listings; information and referrals on issues of interest to women; classes on academic development and personal safety; workshops; college re-entry counseling, GRE and SAT prep classes and scholarship listing.

**U of W, Neurology Vocational Services Unit**

HMC, Pat Steel Bldg; 401 Broadway, Ste 2088, Seattle  
Mail: Harborview Med. Center: Box 35974, Seattle, 98104  
P: (206) 744-9135 F: (206) 744-9988 Web: [nvsrehab.org](http://nvsrehab.org)  
Comprehensive no cost job placement and vocational rehabilitation services to persons with epilepsy, brain injury, stroke, multiple sclerosis, and other neurological concerns. Vocational assessment only can be provided to those with other disabilities. Individual counseling, vocational assessment, job tryouts, job search skills, job leads, home based work options and follow-up services on the job. Collaborative placement arrangements are established with a number of companies. Paid internship and on the job training can be an option. New clients seen Tuesdays, 10:30am Twice-weekly Job Club. Consultations to other service providers and employers.

**Urban League of Metropolitan Seattle**

105 14th Ave, Seattle, 98122-5594  
P: (206) 461-3792ext. 3034 F: (206) 461-8425  
Individual job search assistance available. Job bank available on a walk-in basis Mon-Thurs, 10:00am - 5:30pm  
Targeted recruitment for local employers.

**Veterans Affairs Puget Sound Health Care System**

1660 S Colombian Wy, RCS-117, Seattle, 98108  
P: (206) 277-3872 F: (206) 764-2263

- **Vocational Rehabilitation Services**

Provides comprehensive vocational rehabilitation services to veterans with physical, visual and/or cognitive deficits. These services include vocational assessments and testing; counseling; job search skills training; job sampling experience; and on-the-job training.

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### **Veterans Independent Enterprises of WA (VIEW)**

4630 16th St E, Ste B-16, Fife, 98424

P: (253) 922-5650 F: (253) 922-0248

VIEW is a vocational re-adjustment program providing transitional housing, substance abuse, and mental health services to homeless vets. Participation may last up to eighteen (18) months, with a minimum six (6) month commitment. Paid work adjustment training and housing are provided during the length of stay. Individual and group therapy, vocational counseling and job placement assistance is included. VIEW is a drug free workplace that conducts regular random testing for all clients. Eligibility is open to all Veterans.

### **WA Women's Employment & Education (WWE)**

Offers 5 week Pre-Employment/Job Readiness class (ReachPlus - Reaching Employability and Achieving Career Habits) and computer training classes. Emphasis on self-esteem building and motivation in combination with job readiness, business English, job search tools, interviewing skills, and computer skills. Services to graduates include internship placement, employment counseling, job search assistance, support in problem solving, and community referrals. All services are free to low-income individuals living in Pierce and South King counties.

- **King County Office**

515 W Harrison, Ste 208, Kent, 98032

P: (253) 859-3718 F: (253) 859-1881

- **Pierce County Office**

3516 S 47th St, Ste 205, Tacoma, 98409

P: (253) 474-9933

### **Washington State Department of Transportation On-the-Job Supportive Services Program**

2120 S Jackson, Rm 610-J, Seattle, 98144

P: (206) 587-4954 Toll: 1-866-252-2680

The WA State Dept. of Transportation, O.J.T. program recruits, counsels, and places women, people of color and disadvantaged individuals as trainees or apprentices in highway construction jobs (i.e. Carpentry, Electrical, Iron Worker, Mechanic & Teamster).

### **Washington State Dept of Services for the Blind**

3411 S Alaska St, Seattle, 98118

P: (206) 906-5500 F: (206) 721-4103 Toll: 1-800-552-7103

Web: [www.dsb.wa.gov](http://www.dsb.wa.gov)

Vocational rehabilitation services for blind and low-vision persons seeking employment. Assessment, counseling and guidance, basic skills training, career planning, job search and placement assistance. Our Assistive Technology (AT) specialists help participants evaluate their technology and skill development needs. There is no fee for services. Outside of Seattle area call toll free number for information on nearest field office. Business Enterprise Program trains and licenses legally blind people to manage snack/gift shops, snack bars and cafeterias in government buildings.

### **Washington Vocational Services**

22316 70th Ave W, Ste D, Mountlake Terrace, 98043

P: (425) 774-3338 F: (425) 744-1555

Web: [www.wvs.org](http://www.wvs.org) Email: [pfrisk@wvs.org](mailto:pfrisk@wvs.org)

Private non-profit agency located one mile north of King County line. Provides vocational services for people who have disabilities. Offers job seeking skills, training, job development, and follow up services that include: job coaching, self directed job search, resume writing, and vocational evaluation. This agency serves clients from Seattle to Bellingham. Many services are free.

### **Women's Business Exchange**

3016 NE Blakeley St, Ste 100

P: (206) 369-7659

Web: [www.wbex.org](http://www.wbex.org) Email: [info@wbex.org](mailto:info@wbex.org)

Networking organization dynamic opportunities for leadership of women in business. Open to the public.

### **Worker Center, AFL-CIO**

2800 1st Ave, #250, Seattle, 98121

P: (206) 441-4942 F: (206) 441-4984

Web: [www.wc-kclc.org](http://www.wc-kclc.org)

- **King County Reemployment Support Center**

Information and referral by phone to connect unemployed workers with job search and job training resources in the Puget Sound area. Provides employers and workers "Rapid Response" assistance before and during plant closures and significant layoffs. Publisher of The Job Seekers' Update.

### **Worker Retraining Programs**

(see listings under individual Community and Technical Colleges)

### **WorkFirst Program**

WA State Employment Security Department. Employment services for participants who are receiving a Temporary Assistance to Needy Families (TANF) Public Assistance grant through DSHS. Program locations:

### **WorkFirst King County**

- **Auburn WorkFirst Program**

2707 "I" St NE, Auburn, 98002

P: (253) 804-1177

- **Federal Way WorkFirst Program**

616 S 348th, Ste B, Federal Way, 98003

P: (253) 835-2930

- **King East WorkFirst Program**

At WorkSource Redmond-7735 178th Pl NE, Redmond, 98052-4454

P: (425) 861-3700

- **King South WorkFirst Program**

At WorkSource Affiliate Auburn-2707 I St NE, Auburn, 98002

P: (253) 804-1177

**WorkFirst King County (continued)**

- **North Seattle WorkFirst Program**  
At WorkSource North Seattle - 9600 College Wy N, Ste 1151, Seattle, 98103  
P: (206) 440-2500
- **Rainier WorkFirst Program**  
At WorkSource Affiliate Rainier-2531 Rainier Ave S, Seattle, 98144-5395  
P: (206) 721-6000
- **Renton WorkFirst Program**  
At WorkSource Renton-500 SW 7th St, Renton, 98057  
P: (206) 205-3500 F: (425) 271-0885  
TDD: (206) 205-3508
- **White Center WorkFirst Program**  
9650 15th Ave SW, Ste 220, Seattle, 98106  
P: (206) 716-2474

**WorkFirst Snohomish County**

- **Lynnwood WorkFirst Program**  
20311 52nd Ave W, Ste 300, Lynnwood, 98036  
P: (425) 673-3204
- **Sky Valley WorkFirst Program**  
3201 Smith Ave, Ste 114, Everett, 98201  
P: (425) 258-6330
- **Smokey Point WorkFirst Program**  
3704 172nd St NE, #P, Arlington, 98223  
P: (360) 651-5249

**WorkSource Washington**

Web: [www.go2worksource.com](http://www.go2worksource.com)

The statewide WorkSource Center system provides all the workforce information, technology, and services business needs to survive and thrive. WorkSource Centers assist jobseekers to identify, search, train for when necessary and achieve successful careers. WorkSource Affiliate Sites provide most of the same services as WorkSource Centers however were designed to increase local community access by making it easier to find WorkSource in your neighborhood. WorkSource Connection Sites provide access to WorkSource services, as well as unique resources only available through each college site. Visit us in person or online for complete list of connection site services and resources, including funding for training.

**WorkSource Pierce County**

- 1305 Tacoma Ave, Ste 201, Tacoma, 98402  
P: (253) 593-7303 F: (253) 583-8805  
Business Services: (253) 583-8800
- **WorkSource Affiliate Bates Technical College**  
1101 S Yakima Ave, Rm M210E, Tacoma, 98405-4895  
P: (253) 680-7240 F: (253) 680-7187  
TDD: (253) 566-5319
  - **WorkSource Affiliate Clover Park Technical College**  
4500 Steilacoom Blvd SW, Lakewood, 98499  
P: (253) 589-5548 F: (253) 583-8907

**WorkSource Pierce County (continued)**

- **WorkSource Affiliate Goodwill Industries Tacoma**  
714 S 27th St, Tacoma, 98409  
P: (253) 573-6577 F: (253) 573-6579  
TDD: (253) 779-8360 Toll: (800) 5847980
- **WorkSource Affiliate Pierce College Fort Steilacoom**  
9401 Farwest Drive SW, Lakewood, 98498-1999  
P: (253) 964-6265 F: (253) 912-3640  
TDD: (253) 964-6228
- **WorkSource Affiliate Tacoma Community House**  
1314 S L St, Tacoma, 98415  
P: (253) 383-3951 F: (253) 597-6687
- **WorkSource Affiliate Tacoma Housing Authority**  
1724 E 44th St, Tacoma, 98404  
P: (253) 207-4447 F: (253) 476-2379
- **WorkSource Affiliate Vadis**  
1701 Elm St, Sumner, 98390  
P: (253) 863-5173ext 228 F: (253) 863-2040  
TDD: (253) 863-4508
- **WorkSource Lakewood Affiliate**  
5712 Main St SW, Ste 200, Lakewood, 98499  
P: (253) 984-5400 F: (253) 589-7006  
TDD: (253) 984-5414

**WorkSource Seattle-King County**

Web: [www.worksourceskc.org](http://www.worksourceskc.org)

WorkSource Centers across King County provide employer services including electronic job posting, resume banks, and computerized job-matching; labor market, workforce, and industry sector information and trends; targeted recruiting; and assistance with Rapid Response to layoffs and closures. Jobseekers can receive free use of computers, copiers, phones, and FAX for job searching; job referrals and placement; referrals to job training, education programs and other community services; and access to Unemployment Insurance. Special employment programs for disabled workers and veterans are also available through WorkSource Centers.

- **WorkSource Affiliate Auburn**  
2701 I Street NE, Auburn, 98002  
P: (253) 833-0102 F: (253) 804-5341  
TDD: (253) 804-5353
- **WorkSource Affiliate Downtown Seattle**  
2024 3rd Ave, Seattle, 98121  
P: (206) 436-8600 F: (206) 436-8690  
TDD: (206) 436-8697
- **WorkSource Affiliate North Seattle**  
9600 College Wy N, #1151, Seattle, 98103  
P: (206) 440-2500WA Relay Service: 711 F: (206) 440-2501
- **WorkSource Affiliate Rainier**  
2531 Rainier Ave S, Seattle, 98144  
P: (206) 721-6000 F: (206) 721-6000  
TDD: (206) 721-5986

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## WorkSource Seattle-King County (continued)

- **WorkSource Affiliate Redmond**  
7735 178th Pl NE, Redmond, 98052  
P: (425) 861-3700  
TDD: (425) 861-3808
- **WorkSource Affiliate So. Seattle Community College**  
6000 16th Ave SW, Seattle, 98106-1499  
P: (206) 764-5803 F: (206) 764-7932  
TDD: (206) 768-6806
- **WorkSource Redmond**  
7735 178th Pl NE, Redmond, 98052  
P: (425) 861-3700 F: (425) 497-3659  
TDD: (425) 861-3808
- **WorkSource Renton**  
500 SW 7th St, Ste 100, Renton, 98057  
P: (206) 205-3500  
TDD: (206) 205-3508

## WorkSource Snohomish County

Web: [www.worksourceonline.com](http://www.worksourceonline.com)

- **WorkSource Aerospace**  
7020 196th St SW, Lynnwood, 98036  
P: (425) 640-1887 F: (425) 640-1231
- **WorkSource Everett**  
3201 Smith Ave, Ste 413, Everett, 98201  
P: (425) 258-6300 F: (425) 257-1213
- **WorkSource Lynnwood**  
20311 52nd Ave W, Ste 300, Lynnwood, 98036  
P: (425) 673-3300 F: (425) 712-3046
- **WorkSource Youth Center**  
3331 Broadway, Ste 1001, Everett, 98201  
P: (425) 252-6400 F: (425) 259-1619

## YouthCare

YouthCare Orion Center's employment training programs are available to homeless, transitioning and at-risk young people ages 16-22 year olds. All training programs are paid Washington minimum wage with education, internship, job shadow opportunities, job development, placement and retention services are provided as well.

- **Barista Program**  
P: (206) 622-5555ext. 230  
A 8 week barista training curriculum that is a collaboration between YouthCare and FareStart and includes espresso extraction, drink building, customer service skills, coffee history and 5 weeks of practice at FareStart 2100 Café. Call for eligibility and enrollment.
- **Digital Bridge YouthTech**  
P: (206) 622-5555ext. 230  
A 16 week training program where students are trained in software applications and computer hardware to earn a Cisco IT Essentials credential and receive college credit. If needed, high school credits can be earned through the program that meets for 17 hours a week. Call for eligibility and enrollment.

## YouthCare (continued)

- **Tile Project**  
P: (206) 622-5555, ext. 204  
This program is conducted in collaboration with YWCA Working Zone. It teaches the techniques of hand building, throwing, glazing, mosaics, basic woodworking and about gas and electric firing. This program is ten weeks long with 16 hours of training a week.

## YWCA Family Village

- **YWCA Eastside Employment Services**  
16601 NE 80th St, Redmond, 98052  
P: (425) 556-1352  
Individual job search assistance for Eastside residents. Comprehensive resource room including job bank and Internet access. Access to the Working Wardrobe available by referral. All services free and open to men and women over age 18 who are receiving food stamps and not on TANF.

## YWCA Homeless Intervention Project

Job search assistance, job readiness, counseling and supportive services, job retention services, basic skills instruction and occupational skills training for homeless adults looking for full-time, permanent employment in King County. Call to set an appointment.

- **Eastside Office (Redmond WorkSource)**  
7735 178th Pl NE, Ste B, Redmond, 98052  
P: (425) 861-3715
- **Seattle Office (Downtown Seattle WorkSource)**  
2024 3rd Ave, Seattle, 98121  
P: (206) 436-8607 or (206) 436-8606

## YWCA Opportunity Place

2024 3rd Ave, 2nd Fl, Seattle, 98121 P: (206) 436-8600

- **Employment Services**  
Eligibility requirements are residents of King County & the available services for eligible participants are: resume assistance, job referrals, skills/interest testing, information on community resources & education/training opportunities, a job bank resource room, workshops/classes, working wardrobe vouchers for women & men, specialized training & job placement. Other program assistance for homeless jobseekers & for people receiving TANF. Referrals for other programs & resources also. All services are free.

## YWCA Working Zone

5516 Roosevelt Wy NE, Seattle, 98105  
P: (206) 633-7901 ext. 14 F: (206) 633-0579  
Provides a combination of work-readiness training, career exploration, links to education & apprenticeship resources, paid internships & job placement assistance to "out-of-home" homeless youth ages 15-22. Help obtaining ID, birth certificate, work-specific documentation or licenses, work clothes & showers. All services are free. Interested youth please call. Employers & others interested please call..

## Joint Apprenticeship and Training Committees

State-approved, joint apprenticeship and training committees provide vocational skills training in a variety of trades. Apprenticeships combine paid on-the-job training with craft-related classroom instruction. Certified by the Washington State Apprenticeship Council, these programs determine the journey level standards of the trade and deliver the appropriate level of skills training. Although individual programs have specific entrance requirements determined by the demands of the trade,

**in general,** apprentice candidates must:

- Be 18 years or older.
- Have reliable transportation.
- Be drug free.
- Be committed to 3-5 years of paid on-the-job training and 100 - 216 hours per year of related classroom instruction.
- Be interested in a career, NOT just a job!

For more detailed information about an individual craft apprenticeship program please call:  
**(Unless otherwise listed, all area codes are 206)**

Aerospace Joint Apprenticeship Committee	(206) 768-6629	Ironworker	244-2993
Automotive Machinist	1-800-562-7031	Construction Craft Laborer	1-800-554-4457
Bricklayer, Tiler, and Masonry	768-8333	Meatcutters	(253) 735-8181
Boilermaker	624-4707	Machinist	762-7990
Carpenter	(425) 235-2465	Millwright	(253) 437-5235
Everett Carpenter	(360) 428-2933	Operating Engineer	(509) 968-3203
Lathing, Acoustic and Drywall Installers	(425) 235-5835	Painter	762-8332
Piledriver	(253) 437-5235	Plasterer	(425) 235-7879
Carpet, Linoleum, and Soft Tile Layer	762-8332	Plumbers and Pipefitters	(425) 271-5900
Cement Mason	762-9286	Everett Plumbers and Pipefitters	(360) 486-9400
Culinary	459-0300	Refrigeration	(425) 271-5900
Drywall Finisher	762-8332	Power Line Clearance and Tree Trimmer	(503) 253-8202
Outside Electrical Lineworker	(503) 253-8202	Roofer	728-2777
Construction Electrician	(425) 228-1779	Seafarers	1-877-235-3275
Low-Energy Sound Communication Tech.	(425) 228-1779	Sheetmetal Worker	(425) 823-5737
Marine Electrician	(253) 395-6500	Sprinkler Fitter	441-0737
Residential Electrician	(425) 228-1779	Stationary Engineer	(253) 351-0184
Glaziers and Glassworkers	762-7001	Facilities Custodial Services	(253) 351-0184
Heat & Frost Insulators & Asbestos Workers	(425) 235-7827		

The State Apprenticeship Council also certifies several “plant apprenticeship programs” in various occupations. Like craft apprenticeship committees, these programs are co-sponsored by individual companies and unions. Among the larger programs are:

- Seattle City Light & International Brotherhood of Electrical Workers .....(206) 386-1603
- Tacoma Power & International Brotherhood of Electrical Workers .....(253) 502-8365

Some school districts and fire departments also sponsor “plant programs.” For more information on other apprenticeship opportunities contact your regional office of the Washington State Department of Labor and Industries.

## Government Job Hotlines

### Federal Government Agencies

Department of Commerce	1-800-470-8896
Environmental Protection Agency	(206) 553-1240
NOAA	(206) 526-6294
U.S. Postal Service	(206) 442-6240

### State Government Agencies

State of Washington	(360) 664-6226
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### City & County Government Agencies

City of Auburn	(253) 931-3077
City of Bellevue	(425) 452-7822
City of Bothell	(425) 486-9473
City of Bremerton	(360) 478-5241
City of Burien	(206) 248-5534
City of Everett	(425) 257-8767
City of Federal Way	(253) 661-4089
City of Issaquah	(425) 837-3044
City of Kent	(253) 856-5272
City of Kirkland	(425) 828-1161

City of Mercer Island	(206) 236-5326
City of Puyallup	(253) 841-5596
City of Redmond	(425) 556-2121
City of Renton	(425) 430-7652
City of SeaTac	(206) 241-2295
City of Seattle	(206) 684-7999
City of Tacoma	(253) 591-5795
City of Tukwila	(206) 433-1828
King County	(206) 296-5209
Metro	(206) 684-1024
Pierce County	(253) 798-7466
Port of Seattle	(206) 728-3444
Seattle Center	(206) 684-7218
Seattle City Light	(206) 233-2181
Seattle Housing Authority	(206) 615-3535
Seattle Public Library	(206) 386-4120
Senior Jobs Hotline	(206) 684-0477
Snohomish County	(425) 388-3686
Thurston County	(360) 786-5499

## King County Library System Career and Job Search Resources

### Branches listed have career information centers:

Auburn	(253) 931-3018	Kingsgate	(425) 821-7686
Bellevue Regional	(425) 450-1765	Kirkland	(425) 822-2459
Bothell Regional	(425) 486-7811	Lake Hills	(425) 747-3350
Burien	(206) 243-3490	North Bend	(425) 888-0554
Des Moines	(206) 824-6066	Redmond	(425) 885-1861
Fairwood	(425) 226-0522	Shoreline	(206) 362-7550
Federal Way Regional	(253) 838-3668	Vashon	(206) 463-2069
Kent	(253) 859-3330	White Center	(206) 243-0233

All branches have Microsoft Word software for résumé preparation, as well as access to the World Wide Web. Please call the library in advance to reserve a time on one of these computers. The library system also has a software program, "Resume Builder," listed under databases on the website, which is accessible anywhere with a KCLS library card.

Visit the website, <http://www.kcls.org>, to find links to Jobs and Careers in the "Web Links" section. Job postings for the library itself are listed at the bottom of the website, under "KCLS employment."

## Publications

### The Employment Guide

Free Resource for career development information and advertisements for career opportunities. Community calendar of events for the job seeker. Free publication that is distributed weekly via street newsboxes.

### Where Are You Going? Career Guide

<http://www.wtb.wa.gov/> - click on Training Resources  
Online Career Guide includes an Online Self Assessment Quiz, links to education & training programs, and many other tools to help you choose a career. To order a copy contact: <http://fortress.wa.gov/prt/printwa/scprt/default.asp>.



## **Job Search Support Groups**

*(Schedules subject to change - please call to confirm)*

<b>Group</b>	<b>Sponsor/Location</b>	<b>Phone</b>	<b>Schedule</b>
Employment Networking Group	North Creek Presbyterian Church 621 164 <sup>th</sup> Street S.E., Room C72 Mill Creek, WA 98012	(425) 743-2386 or <a href="http://www.northcreekpres.org">http://www.northcreekpres.org</a>	Fridays: 10 am - 12 NOON
Job Resource Club	Seattle Vocational Institute 2120 S Jackson St, Room 102 Seattle, WA 98144	(206) 516-2940	2 <sup>nd</sup> & 4 <sup>th</sup> Tuesday: 12 NOON - 2pm
Job Support Program	Westminster Chapel 13646 NE 24 <sup>th</sup> Street, Room 304 Bellevue, WA 98005	(425) 562-8028 (425) 747-1461	Thursdays: 7 pm – 9 pm

### **MY PERSONAL JOB SEARCH NOTES**

**Do you want to receive the Job Seekers' Update?**  
**Call (206) 441-8408, ext. 10**  
**Please leave your name, company (if applicable), address and phone.**

## Calendar of Workshops, Classes, and Events

April - June 2011

*(Schedules subject to change - please call to confirm)*

<b>Date/Time</b>	<b>Workshop, Class or Event</b>	<b>Sponsor/Location</b>	<b>Phone</b>	<b>Cost</b>
Apr 4 6p-9p	Networking Reframed	Centerpoint Institute	206-686-5433	\$79
Apr 6 10a-2p	Veterans Job & Resource Fair	WorkSource Snohomish County	425-258-6309	FREE
Apr 6 6p-9p	Clarify and Communicate Your Vision	Centerpoint Institute	206-686-5433	\$79
Apr 7 12p-1:30p	Job Resource Clinics	Centerpoint Institute	206-686-5433	\$28
Apr 7 3p-6p	Youth Job Fair	Tacoma Goodwill	253-573-6581	FREE
Apr 9 1p-4p	Rehabilitation Job Fair	University of Washington	rehabjob@uw.edu	FREE
April 12 10a	Hiring Event – ACS-XEROX	WorkSource Auburn	ecox@es.wa.gov	FREE
Apr 12 and Apr 13 9a-3p	Job Fair	Puyallup Fair and Events Center		FREE
Apr 14 10a	Hiring Event – ACS-XEROX	WorkSource Renton	ecox@es.wa.gov	FREE
Apr 15 10a-12p	Career Choice Workshop	Lake Washington Technical College	425-738-8113	FREE
Apr 20 2p-4p	Demystifying Apprenticeship	South Seattle Community College	306-943-0608	FREE
Apr 20 11a-3p	Job Fair	Jobbernaut Career Fairs	800-525-7748	FREE
Apr 21 12p-1:30p	Job Resource Clinics	Centerpoint Institute	206-686-5433	\$28
Apr 25 11a-2p	Job Fair	Coast-to-Coast Career Fairs	866-838-5111	FREE
Apr 27 9a-2p	Soliders-Airmen Veterans & Family Job Fair	WorkSource	253-804-1132	FREE
Apr 27 6:30p-9p	Work at Home and Avoid Scams!	North Seattle Community College	206-527-3705	\$59
May 4 12p-1p	Job Search	Lake Washington Technical College	425-738-8113	FREE
May 5 12p-1:30p	Job Resource Clinics	Centerpoint Institute	206-686-5433	\$28
May 6 10a-12p	Career Choice Workshop	Lake Washington Technical College	425-738-8113	FREE

## Calendar of Workshops, Classes, and Events

April – June 2011

*(Schedules subject to change - please call to confirm)*

Date/Time	Workshop, Class or Event	Sponsor/Location	Phone	Cost
May 10 10a	Hiring Event – ACS-XEROX	WorkSource Auburn	ecox@es.wa.gov	FREE
May 11 12p	Resume	Lake Washington Technical College	425-738-8113	FREE
May 12 8:30a-2:30p	Maritime Career Day	Maritime Education Initiative	206-269-4108	FREE
May 12 10a	Hiring Event – ACS-XEROX	WorkSource Renton	ecox@es.wa.gov	FREE
May 18 12p	Cover Letter	Lake Washington Technical College	425-738-8113	FREE
May 18 10:30a-2p	Career Fair	Choice Career Fairs	choicecareerfares.com	FREE
May 19 12p-1:30p	Job Resource Clinics	Centerpoint Institute	206-686-5433	\$28
May 20 10a-12p	Career Choice Workshop	Lake Washington Technical College	425-738-8113	FREE
May 25 12p	Interview	Lake Washington Technical College	425-738-8113	FREE
June 1 12p	Mock Interview	Lake Washington Technical College	425-738-8113	FREE
Jun 2 12p-1:30p	Job Resource Clinics	Centerpoint Institute	206-686-5433	\$28
Jun 3 10a-12p	Career Choice Workshop	Lake Washington Technical College	425-738-8113	FREE
Jun 14 10a	Hiring Event – ACS-XEROX	WorkSource Auburn	ecox@es.wa.gov	FREE
Jun 16 12p-1:30p	Job Resource Clinics	Centerpoint Institute	206-686-5433	\$28
Jun 16 11a-2p	Job Fair	Nationwide Job Fairs	360-918-8572	FREE
Jun 16 10a	Hiring Event – ACS-XEROX	WorkSource Renton	ecox@es.wa.gov	FREE
Jun 17 10a-12p	Career Choice Workshop	Lake Washington Technical College	425-738-8113	FREE

WorkSource center, affiliate or connection site (see page 16) or go to their on-line calendar at: <http://www.worksourceskc.org/>