



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

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Seattle, WA

January – March 2017

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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 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 Center

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

Ethnic/Cultural/Low-Income

Asian Counseling and Referral Service

Disabilities

Alliance of People with disABILITIES

CARES of Washington

Sound Employment Services

UW Neurology Vocational Services Unit

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

Millionair Club

National Asian Pacific Center on Aging

Pacific Associates

Seattle Goodwill

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

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

Homeless

FareStart
Seattle Conservation Corps
YWCA Homeless Intervention Project

Public Assistance

Neighborhood House
The Job Connection
Courage 360
WorkFirst Program

Publications

The Employment Paper Guide
Where Are You Going? Career Guide

Refugees/Recent Immigrants

Asian Counseling and Referral Service
Refugee Federation Service Centers
TRAC Associates

Seniors/Older Workers

National Asian Pacific Center on Aging
Pacific Associates
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)
Seattle, City of, Office for Civil Rights
Courage 360
Women's Business Exchange
YWCA(s)

Youth/Young Adults

Job Corps
King County Work Training Program
Mercer Island Youth and Family Services
Seattle Youth Garden Works
Shoreline College, CEO Program
South Seattle College, Career Link
Student Conservation Association

**The Job Seekers' Update is now online.
Go to www.mlkclc.org to
download the latest edition.
The link is on the left hand side,
at the bottom**

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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

- **Senior Community Service Employment Program**

115 N 85th St, Ste 105, Seattle, 98103

P: (206) 624-6698 F: (206) 624-6699

Provides free employment services to income qualified workers age 55 and older. We will pay you up to 18 hours a week to be an intern at one of our non-profit partner agencies, while you look for work. Call to get income qualified.

Airport Jobs Center

Sea-Tac Intrnl Airport: Mezz.-Rm #6626, Seattle, 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 internet access for a job search, resume and cover letter assistance and services of a career navigator, information on job fairs, recruiting events, and other community resources.

Alliance of People with disabilities

Web: www.disabilitypride.org

Independent Living & Employment Program provides assistance in job search, resume and interviewing, including the use or need of assistive technology and social media. Assistance includes barriers to employment success which can include attitude, interpersonal skills, communication, job market, disabilities, housing transportation and other factors. When appropriate, we provide information and advocacy on the ADA, Social Security disability programs, service animals, DSHS programs and services, civil rights and other disability laws. Also provide assistance on workplace accommodations for applicants, employees and employers. Available to clients of the Division of Vocational Rehabilitation (DVR) and veterans through the VA with a minimum 20% disability rating are independent living assessment, job development and assistive technology training.

- **East King County Office**

1150 140th Ave NE, Ste 101, Bellevue, 98005

P: (425) 558-0993 F: (425) 558-4773

Toll: (800) 216-3335

TDD: 711 Relay

- **Seattle Office**

1120 E Terrace St, Ste 100, Seattle, 98122

P: (206) 545-7055 F: (206) 545-7059

Toll: (866) 545-7055

TDD: 711 Relay

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. Trades Rotation Program (TRP) is a 12 week training program that introduces women to multi-trades, strength building and job/life skills components. Call for an information session location and time. Administers the Apprenticeship Opportunities Project (AOP) for King County residents, 18 years or older. AOP assists those who are unemployed or under-employed seeking jobs in the construction.

Asian Counseling and Referral Service

3639 Martin Luther King Jr Wy S, Seattle, 98144

P: (206) 695-7590 F: (206) 695-7606

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 specialists speak Cambodian, Cantonese, Mandarin, Toishanese, Korean and Vietnamese. Employment & Training Program Orientation is every Tues at 3pm.

Basic Food, Employment and Training (BFET)

Web: www.washingtonconnection.org

The Basic Food, Employment and Training Program (BFET) provides services to food stamp recipients in Washington State. Services include job search assistance, job search training, education, job skills training and support services to Basic Food recipients not participating in the state's Temporary Assistant for Needy Families (TANF) program. The BFET program is administered by the Department of Health and Human Services (DSHS). Contact your local DSHS office for more information or check out the website.

Bates Technical College

1101 S Yakima Ave, Tacoma, 98405

Web: www.bates.ctc.edu

- **Assessment Center**

P: (253) 680-7030

Offers Career Cruising for free. Call for appointment.

- **Employment Security Job Service Center**

P: (253) 680-7240

Email: skmiller@bates.ctc.edu

Provides job leads and other job search assistance.

- **Worker Retraining Program**

P: (253) 680-7127

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

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

- **Arts and Humanities**

R-130

P: (425) 564-2171

Web: www.bellevuecollege.edu/preparingforwork

Job preparation classes are offered each quarter for 11 weeks and are free to non-native English speakers who are immigrants, refugees or citizens living in Bellevue. Topics include: writing a resume and cover letter, researching job opportunities, practicing interviews, writing messages, speaking to co-workers, developing business communication skills, strategies for business writings, making presentation and understanding business environments. Students must be interested in finding work now or in the near future. All applicants will be assessed and placed in the correct class depending on availability and level of ESL literacy. Call for information or go the 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.

- **Workforce Education Programs**

B-131

P: (425) 564-4054

Web: www.bellevuecollege.edu/we Email: workforce-ed@bellevuecollege.edu

Assistance for low income workers, workers facing layoff, receiving unemployment benefits, whose benefits ended within the past 48 months, displaced homemakers, or former self-employed. Offers free tuition, priority registration and educational planning. Call or visit our website for weekly information session 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

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

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.

Cares of Washington

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

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.

- **Port Orchard Office**

1700 SE Mile Hill Dr, Port Orchard, 98366

P: (360) 443-8607

- **Seattle Office**

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

P: (206) 938-1253

- **Snohomish County Office**

809 W Main St, Ste C, Monroe, 98272

P: (360) 631-7529

- **Tacoma Office**

1501 Pacific Ave, Ste C, Tacoma, 98402

P: (253) 274-1479

Cascadia College

18345 Campus Wy NE, Library Annex, Bothell, 98011

Web: www.cascadia.edu

Receive an Associates in Applied Science professional technical degree or certificate in high demand fields. Two year degrees available: Network Infrastructure Technology, Web Application Programming and Environmental Technology and Sustainable Practices. Certificates available: Applications Infrastructure Engineer, Server Administrator, Virtualization Engineer, Web Applications, Web Foundations, Java Script Programming, Computer Programming Foundations, User Interface Developer and Mobile App.

- **Workforce Education Funding Programs**

P: (425) 352-8256

Web: www.cascadia.edu/programs/workforce.aspx

You may be eligible for tuition, books and transportation assistance through the Workforce Education office. You may be eligible for Worker Retraining if you: 1) are currently receiving unemployment benefits OR received unemployment benefits within the past 48 months OR 2) are

Cascadia College (continued)

formerly self-employed OR 3) are a displaced homemaker (no longer supported by the income of another family member) OR 4) are a veteran (all discharge status' eligible). You may be eligible for Opportunity Grant if your income is below 200% of the federal poverty guidelines. You may be eligible for BFET (Basic Food Employment Training) if you are currently receiving basic food assistance (food stamps). Program staff also assists in resume review, job search, job placement, networking opportunities and internship placement for students.

Centerpoint Institute for Life & Career Renewal

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

P: (206) 686-5433

Web: 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.

Clover Park Technical College

4500 Steilacoom Blvd, Lakewood, 98499

Web: <http://www.cptc.edu/>

- **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) 589-4311

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

- **WorkSource Affiliate Site and Career Center**

P: (253) 589-8765

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

Web: <http://sunrisecommunityliving.com/contact-us/>

- **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.

Courage 360

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

Delridge Rec-Tech Computer Lab

4501 Delridge Wy SW, Seattle, 98106

P: (206) 684-0364

Web: <http://rectech.seattle.gov/>

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.

Edmonds Community College

20000 68th Ave W, Lynnwood, 98036

Web: 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

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

- **Career Action Center**

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

Web: www.edcc.edu/careeractioncenter

Job listings for part-time and full-time jobs and internships. Some of the positions are exclusively for EdCC 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

Job retraining available now in high demand fields for those facing layoff, or collecting unemployment benefits, or whose

Edmonds Community College (continued)

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

Web: <http://www.everettcc.edu/>

- **Career Planning Classes**

P: (425) 388-9263

EVCC's Human Development class includes interest/personality inventories, self-exploration, career research and decision making.

- **Counseling & Career Services**

P: (425) 388-9263

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

- **Student Job Center**

P: (425) 388-9278

The center provides job postings from local employers and assistance with resume writing and interviewing.

- **Worker Retraining Program**

P: (425) 259-8755

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

FamilyWorks

1501 N 45th St, Seattle, 98103

P: (206) 694-6727

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

Family Works is a Family Resource Center and Food Bank located in the Wallingford neighborhood. We offer some limited employment resources. 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) 267-6218

Web: 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

Web: <http://www.navylifepnw.com/site/249/Employment-Readiness.aspx>

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 College

12401 SE 320th St, Auburn, 98092-3622

Web: <http://www.greenriver.edu/>

- **Career and Advising Center**

P: (253) 833-9111 ext. 2641

Our professional staff provides entry-level academic, professional/technical and exploratory advising and planning assistance.

- **Continuing Education**

P: (253) 833-9111 ext. 2535

Offers evening and weekend classes in small business development, short-term job training, basic computer training, professional education and certification, flagger certification, forklift truck operator certification and lifelong learning. Register online at greenriver.edu/cce or by phone at 253-833-9111, ext. 2535.

- **Worker Retraining Program**

P: (253) 833-9111 ext. 2211

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.

Highline College

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

Web: <http://www.highline.edu/>

- **Student Employment Center**

Bldg 6, 2nd Fl

P: (206) 878-3710 ext. 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**

Bldg 6, 1st Fl

P: (206) 878-3710 ext. 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.

Highline College (continued)

• Worker Retraining Program

Bldg 1

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 Email: 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

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. 15 F: (206) 467-9812

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
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 15 for a site near you.

King County (continued)

• Employment and Education Resources, 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.

• Veterans Program

2124 4th Ave, 4th Fl, Seattle, 98121 and WorkSource

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

P: (206) 296-7656 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.

King County Reemployment Support Center

(see Worker Center/AFL-CIO, page 14)

Lake Washington Institute of Technology

11605 132nd Ave NE, Kirkland, 98034-8506

Web: <http://www.lwtech.edu/>

• Employment Resource Center

West Building, Rm W207

P: (425) 739-8113 Web: www.lwtech.edu/erc

Career & job search assistance, career/job search literature, Internet job search. Workplace 101, career choice workshop, resume critique, mock interviews & assistance with finding a job. Online career services and job openings are available on our website.

• Worker Retraining Program

West Building, Rm W207

P: (425) 739-8206

Web: www.lwtech.edu/workerretraining

Services for workers facing layoff, collecting unemployment benefits or for those whose benefits have run out in the past 48 months. The program also serves displaced homemakers and those who were self-employed and are now unemployed. We can serve those who are currently employed but are vulnerable to layoff. Worker retraining also serves veterans discharged in the past 48 months and active duty military with separation orders. Services include career counseling, financial assistance with tuition and books and job search assistance. Check out our website for more information.

LDS Employment Services

Web: <https://www.ldsjobs.org/>

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.

- **Renton Employment Resource Center**

220 S 3rd Pl, Renton, 98057

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

Hours of operation: Mon-Fri from 8am to 5pm.

Literacy Source

720 N 35th St, Seattle, 98103-8816

P: (206) 782-2050

Web: www.literacy-source.org Email: 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.mercergov.org/joblink>

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 living on Mercer Island. 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 Email: info@millionairclub.org

- **Employment Services**

Offers individuals employment assistance. Come in to apply on Tuesdays or Thursdays from 8-10am. Day labor program offers short-term weekly paid jobs.

Multi-Service Center

Physical: 1200 S 336th St, Federal Way, 98003; Mailing: PO Box 23699, Federal Way, 98093

P: (253) 838-6810

- **ABE, GED, ESL**

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

- **Employment Services**

Offers help with Work Preparation (adults & youth): 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.

National Asian Pacific Center on Aging (NAPCA)

Web: 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. Assistance is available in Vietnamese, Cantonese and Mandarin. 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.

Neighborhood House - Greenbridge

9800 8th Ave SW, Ste 101, Seattle, 98106

P: (206) 461-4554 F: (206) 767-7671

Web: 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 College

9600 College Wy N, Seattle, 98103-3599

- **Career Services**

Web: northseattle.edu/career-services

Maintains a job seeker website and job database for students and alumni of the Seattle Community College System.

North Seattle College (continued)

- **Worker Retraining Program**

P: (206) 934-3787

Retraining for dislocated workers, individuals receiving unemployment insurance, displaced homemakers and formerly self-employed.

PACE

7543 63rd Ave NE, Seattle, 98115

P: (206) 947-5362 F: (360) 357-6783

www.wabuildingtrades.org E: diane@wabuildingtrades.org
Pre-Apprenticeship Construction Education (PACE) is a construction training program focused on preparing people for the construction trade apprenticeship programs and the high paying careers in the construction industry. Offered is a 11 week intensive course and a 4 week training boot camp.

Pacific Associates

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

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

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, receiving unemployment insurance benefits, or whose benefits have run out during the past 24 months. Special funding opportunities & tuition assistance may be available. Career transition programs available for those seeking to participate in detailed assessment processes & improve job search techniques & strategies. Specific eligibility criteria may apply.

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 & 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

- **Career Services Learning Resource Career Center**

P: (425) 235-2352, ext 5721

Assists with resumes and job placement.

- **Counseling Center**

P: (425) 235-5840

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

- **Small Business Classes**

P: (425) 235-2352ext 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) 235-2352ext. 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.

Sea Mar Community Health Centers

113 23rd Ave S, Seattle, 98144

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

Web: www.seamarchc.org

Employment, Education and Training Services. Provides education, vocational training, short-term job training and job placement assistance for low-income youth and adults. All services are free for eligible participants. Orientation held weekly: Tu at 1:30p; Th at 10:00a.

Seattle Central College

1701 Broadway, Seattle, 98122

- **Career Services Center**

Room 1102E

P: (206) 934-4383

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

Provides up-to-date services on all careers in Washington State, through databases, books, periodicals and other current career resources. If you are undecided about your career or major, there are career assessments available at no fee to assist with career and college planning. Individual consultations are available by appointment only.

- **Continuing Education**

P: (206) 934-5448

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

- **Cooperative Education and Service-Learning**

P: (206) 934-6998

Internship, volunteer and service-learning resources for students.

Seattle Central College (continued)

- **Student Support Programs**

907 E Pine St

P: (206) 934-3854 F: (206) 934-2956

Assist students achieve their education and career goals.

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

1765 6th Ave S, Seattle, 98134

P: (206) 860-5733

Offers job training and education at several locations: Seattle (206-860-5791), Burien (206-957-1026), Bellevue (425-289-0040) and Shoreline (206-631-8457), call for schedules. Each center offers weekly drop-in computer time.

- **Adult Basic Education (ABE)**

P: (206) 860-5733

Topics for the 8 week long courses are computer skills, ESOL (English for Speaker of Other Languages), GED Preparation, cashiering and customer service.

- **Retail & Customer Service Job Training**

P: (206) 860-5733

This 9 week, full time course combines instruction with on-the-job training in cashiering, customer service, merchandising, computer skills, job search skills and communication. Ability to earn stipend during program and receive job search assistance and retention after graduation.

- **Youth Programs**

P: (206) 860-5733

Two youth programs are available. For 15-17 year olds in school, the program supports high school completion, career readiness, environmental stewardships and life skills. For 18-24 year olds out of school, Youth Green Corps Program assists in earning GED by working part-time in the parks and take GED, computer, college readiness and job search classes. Stipends are available.

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

Web: www.spl.org

Career and job search resources and classes, 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 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) 934-4950

- **Pre-Apprenticeship Construction Training (PACT) Program**

P: (206) 934-4957

A two quarter apprenticeship preparation program designed to gain the skills needed to work in the building and construction trades. It includes: instruction in hand and power tool use, industrial safety and trades math. Students may also receive certification in forklift operation, road flagging, OSHA 10 and First Aid/CPR. Students must meet the required Comprehensive Adult Student Assessment System (CASAS) scores. In addition, a high school diploma or GED documentation is required. For more information attend a program orientation on Fridays at 11am in Room 102 or call.

- **Worker Retraining Program**

P: (206) 934-0963

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

- **Workforce Development Office**

Room 109

P: (206) 934-3183

Has four available computers for job search purposes only, open Monday - Friday from 8am to 4:40pm. Some jobs will be posted on job board which includes job fairs.

Seattle Youth Garden Works

4649 Sunnyside Ave N # 100, Seattle, 98103

P: (206) 633-0451

Web: seattletilth.org/sygw

Seattle Youth Garden Works is a youth education and job training program emphasizing innovation and responsibility. SYGW trains youth in all aspects of small-scale organic food production & direct consumer retail. SYGW youth participate in job and life skills workshops & gain a range of employment skills. Graduates have opportunities to pursue internships with Seattle Tilth's other programs & with partner organizations that build on the skills learned. Must be between 16-21 and qualify as homeless or underserved.

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

Email: seniors@seattle.gov

Exists solely to support older experienced job seekers' efforts to find good jobs. Offers one-on-one job counseling, LinkedIn training, resume reviews and facilitates employment and job search workshops to assist with connections to interviewers. Weekly sends MOSC-ERC Jobs List with opportunities, for more information please visit

<http://www.seattle.gov/humanservices/seniordisabled/mosc/employment.htm> or email.

• 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 internship program that provides work readiness training through learning-rich worksite experiences to low-income Seattle youth facing challenges to employment. Youth are ages 15-17 and all services are free.

Shoreline Community College

16101 Greenwood Ave N, Seattle, 98133

• 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, general college 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.

• Workforce Education

P: (206) 546-5882

Supports students studying in any of our professional/technical programs. We are closely linked with King and Snohomish County systems of workforce training agencies, colleges and councils. Our primary purpose is to use our considerable resources and experience to help you get the retraining that you need and find family wage employment. Our services include: 1) financial assistance through Basic Food Employment and Training (BFET), Opportunity Grant (OG), Worker Retraining (WFT), WorkFirst (WF); 2) WorkSource Connection/Job Connection Center, part of the WorkForce system; 3) Community education through The Business Accelerator Program and Plus 50 Career Builder Program. Call for orientation information.

Small Business Development Centers

Web: www.wsfdc.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

808 13th St SW, Ste 101, Everett, 98204

P: (425) 640-1435

Email: sbdc@edcc.edu

• 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

Small Business Development Centers (continued)

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
- **South Seattle / Tukwila**
13925 Interurban Ave S, Ste 100, Seattle, 98168
P: (206) 246-4445
Email: steve.burke@wsbdc.org
- **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) 934-5304
Web: <http://worksource.southseattle.edu> Email: 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 South Seattle Community College**
P: (206) 934-7946
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.

South Seattle Community College (continued)• **Continuing Education**

Rm OLY 130

P: (206) 934-5339 F: (206) 934-6699

Web: www.learnatsouth.org or www.southseattle.edu Email: southced@seattlecolleges.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) 934-5835

Web: 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 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

• **Community Programs**

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/Workforce Education Programs**

P: (253) 566-5188

Web: www.tacomacc.edu/workforce

Training assistance for workers facing layoff, those receiving UI benefits or whose benefits have run out during the past 48 months, veterans, displaced homemakers, formerly self-employed and low-income individuals.

The Employment Guide

Web: www.employmentguide.com

Free resource for career-development and advertisements for career opportunities online.

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

The Job Connection (continued)

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
- **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

9010 13th Ave NW Seattle, 98117
P: (206) 397-3690 F: (206) 397-3758
Web: www.unitedindians.org/wia.html
We assist Native Americans, Alaska Natives and Native Hawaiians in finding and keeping a living wage job. King County residents 18 & over.

University of Washington

- **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
HuskyJobs online job listing service (\$60/quarter; free for alumni), 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 some services. Call for more information.
- **UW Employment Program**
Box 357920, Seattle, 98195-7920
P: (206) 543-6387 F: (206) 543-4779
Web: <http://uwep.washington.edu>
Provides services for individuals who have disabilities and are looking for work which include assessments on actual work sites, job development, placement, on the job training and long-term follow up. Services are tailored to the unique needs of each client.

University of Washington, Neurological Vocational Services Unit

Harborview Medical Center: Pat Steel Bldg; 401 Broadway, Ste 2088, Seattle, 98104
Mail: Harborview Medical Center: Box 35974, Seattle, 98104
P: (206) 744-9130 F: (206) 744-9988
Web: www.nvsrehab.org
Comprehensive no cost job placement and vocational rehabilitation services to persons with epilepsy, brain injury, stroke, multiple sclerosis, autism 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 placement, 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) 461-3792 ext. 3034 F: (206) 461-8425
 Individual job search assistance available. Job bank available on a walk-in basis Monday-Thursday, 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) 277-3075 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.

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.

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

2120 S Jackson, Rm 610-J, Seattle, 98144
 P: (206) 934-4954 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

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

111 SE Everett Mall Way, #C100, Everett, 98208
 P: (425) 774-3338 F: (425) 744-1555
 Web: www.wvs.org Email: pfrisk@wvs.org
 Private non-profit agency with offices in Mountlake Terrace, Everett and Burlington. 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, Seattle, 98105
 P: (206) 369-7659
 Web: www.wbex.org Email: 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

- **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
- **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
- **North Seattle WorkFirst Program**
Opportunity Center for Employment & Education, 9600 College Wy N, Seattle, 98103
P: (206) 440-2500

WorkFirst King County (continued)

- **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) 205-3555 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

- **Everett WorkFirst Program**
3201 Smith Ave, Ste 315, Everett, 98201
P: (425) 258-6300

WorkSource Washington

Web: 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
Main Phone: (253) 593-7300 Business Services: (253) 680-7875
Veteran's Services: (253) 593-7343 Fax: (253) 593-7377
Unemployment Insurance info: (800) 318-6022 TDD: (800) 833-6388
- **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 Affiliate Goodwill Industries Tacoma**
714 S 27th St, Tacoma, 98409
P: (253) 573-6577 F: (253) 573-6577
TDD: (253) 779-8360 Toll: 8005847980
 - **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 Pierce County (continued)

- **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: (800) 833-6388

WorkSource Seattle-King County

Web: www.worksourceskc.org

WorkSource Centers across King County provide employer services including electronic job posting, resume banks, & computerized job-matching; labor market, workforce, & industry sector information & trends; targeted recruiting; & assistance with Rapid Response to layoffs & closures. Jobseekers can receive free use of computers, copiers, phones, & FAX for job searching; job referrals & placement; referrals to job training, education programs & other community services; & access to Unemployment Insurance. Special employment programs for disabled workers & veterans are also available through WorkSource Centers. WorkSource Connection sites are internet-based, non-financial partnerships between the local community & WorkSource Seattle-King County. Connection sites increase access, community collaboration & services for job seekers through better use of technology. Designed primarily to provide self-service information via internet links. WorkSource Connection sites serve job seekers by detailing information about employment services available at agency sites as well as providing virtual links to information & services available at WorkSource sites. The following organizations sponsor WorkSource Connection sites: King County Housing Authority, Renton Technical, Seattle Goodwill, Shoreline CC, Seattle Central CC, Seattle Public Library, Bellevue (Community) College, Multi Service Center, Highline CC, Airport JOBS, Refugee Woman's Alliance, YWCA Greenbridge & the King County Library System.

- **WorkSource Affiliate Auburn**
2701 I Street NE, Auburn, 98002
P: (253) 804-1177 F: (253) 833-7306
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 Seattle-King County (continued)

- **WorkSource Affiliate North Seattle**
Opportunity Center for Employment & Education, 9600 College Wy N, Seattle, 98103
P: (206) 440-2500 WA 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
- **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.worksourcewa.com

- **WorkSource Everett**
3201 Smith Ave, Ste 330, Everett, 98201
P: (425) 258-6300 F: (425) 257-1213
- **WorkSource Lynnwood**
18009 Hwy 99, Ste A, Lynnwood, 98037
P: (425) 412-6867
- **WorkSource Monroe**
17150 W Main St, Ste B, Monroe, 98272
P: (360) 799-3421 F: (360) 863-3658
- **WorkSource Youth Center**
3201 Smith Ave, Ste 200, Everett, 98201
P: (425) 374-3055 F: (425) 322-4267

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 paid barista training program for 16-24 year olds learning customer service and coffee making. To apply, attend the Barista Open House on the 1st and 3rd Tuesdays of each month at 3pm. Call for more information.
- **Civic Justice Corps**
P: (206) 622-5555ext. 221
For 18-22 year olds who have been involved in the juvenile justice system will have the opportunity to learn job skills and complete their education. Trainees who make a 6 month

YouthCare (continued)

commitment will learn park maintenance and basic construction. To apply please call and attend orientation.

- **Tile Project**
P: (206) 622-5555ext. 204 F: (206) 628-3227
For 15-22 year olds who want to learn 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. Call or fax for more information.
- **YouthBuild**
P: (206) 276-2140
For 18-24 year olds who are low income, no GED or high school diploma and a 6 month commitment receive Pre-Apprenticeship Certificate Training (PACT) which readies one for entry jobs in construction and earns a GED. Please call to apply.
- **YouthTech**
P: (206) 622-5555ext. 230
A 12 week training program where students are trained in computer technology, networking, security, how to assemble computer systems, install and maintain Windows and Linux. 16-24 year olds can earn GED or chance to finish high school. Attend open house or call for more information.

YWCA Family Village

- **YWCA Eastside Employment and Training**
16601 NE 80th St, Redmond, 98052
P: (425) 478-0749
Web: www.ywcaworks.org
YWCA Basic Food Employment and Training (BFET) offers individualized job search and training services to Bellevue and Kirkland residents receiving food stamps. Access to the Working Wardrobe available by referral. All services are free and open to men and women over the age of 18 and 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 and the available services for eligible participants are: resume assistance, job referrals, skills/interest testing, information on community resources and education/training

opportunities, a job bank resource room, workshops/classes, working wardrobe vouchers for women and men, specialized training and job placement. Other program assistance for homeless jobseekers and for people receiving TANF. Referrals for other programs and resources also. All services are free.

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
Drywall Finisher	762-8332	Refrigeration	(425) 271-5900
Outside Electrical Lineworker	(503) 253-8202	Power Line Clearance and Tree Trimmer	(503) 253-8202
Construction Electrician	(425) 228-1779	Roofer	728-2777
Low-Energy Sound Communication Tech.	(425) 228-1779	Seafarers	1-877-235-3275
Marine Electrician	(253) 395-6500	Sheetmetal Worker	(425) 823-5737
Residential Electrician	(425) 228-1779	Sprinkler Fitter	441-0737
Glaziers and Glassworkers	762-7001	Stationary Engineer	(253) 351-0184
Heat & Frost Insulators & Asbestos Workers	(425) 235-7827	Facilities Custodial Services	(253) 351-0184

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 & Websites

Where Are You Going? Career Guide

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.

Washington Connection

Let Washington Connection help you and your family find the benefits and services you need.

www.washingtonconnection.org

WorkSource Job Fair

Find up to date information on job fairs in your area.

<http://www.wa.gov/esd/calendar.htm>

Community & Technical Colleges

At the bottom of the State Board for Community and Technical College page, find links to colleges in your area.

Community colleges have classes on subjects from computer software to flagging to starting your own business.

http://sbctc.edu/general/c_index.aspx

Job Search Support Groups

(Schedules subject to change - please call to confirm)

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

MY PERSONAL JOB SEARCH NOTES

Calendar of Workshops, Classes, and Events

January – March 2017 (Schedules subject to change - please call to confirm)

WorkSource center, affiliate or connection site (see page 15) or go to their on-line calendar at: <http://www.worksourceskc.org/>

Date/Time	Workshop, Class or Event	Sponsor/Location	Contact	Cost
1/4 8a-4p	Starting a New Business	Seattle SCORE	206-553-7320	\$85
1/5 830a	US Census Bureau Hiring Event	WorkSource Pierce	1-800-992-3529	FREE
1/9 1p	US Census Bureau Hiring Event	WorkSource Pierce	1-800-992-3529	FREE
1/9 10a-2p	Housekeeping Hiring Event	Seattle Sheraton Hotel	206-621-9000	FREE
1/11 8a-4p	Building a Business Plan	Seattle SCORE	206-553-7320	\$85
1/11 930a-130p	Comcast – Hiring Event	WorkSource Everett	tbajwa@esd.wa.gov	FREE
1/11 11a-1p	Valassis Hiring Event	WorkSource Renton	lisa.corwin@kingcounty.gov	FREE
1/12 10a-12noon	Comcast – Hiring Event	WorkSource Pierce	pmihaluta@esd.wa.gov	FREE
1/14 9a-4p	Flagging and Traffic Control	Pierce College	253-840-8452	\$59
1/18 - 3/8 7-9p	Finding the Work You Love, Finding the Life You Love	North Seattle College	206-934-3705	\$145
1/26 830a	US Census Bureau Hiring Event	WorkSource Pierce	1-800-992-3529	FREE
1/26 10-11a	Internship & Career Fair	Edmonds Community College	edcc.edu/CareerFair	FREE
1/26 1-4p	Sears – Employer of the Day	WorkSource Lynnwood	tbajwa@esd.wa.gov	FREE
1/31 2-430p	Annual Career & Internship Fair	WorkSource North Seattle	meredith.bane@seattlecolleges.edu	FREE
2/1 8a-4p	Starting a New Business	Seattle SCORE	206-553-7320	\$85
2/11 9a-4p	Flagging and Traffic Control	Pierce College	253-840-8452	\$59
2/21 10a-1p	Internship Fair	Everett Community College	internships@everettcc.edu	FREE
3/11 9a-4p	Flagging and Traffic Control	Pierce College	253-840-8452	\$59
3/30 10a-1p	Monroe Job Fair	Monroe Boys & Girls Club	360-794-5488	FREE