

# EMPLOYMENT SERVICES...

*Is here to assist YOU!*

2450 Ada Rd., Lima OH 45801

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## WHAT'S YOUR CAREER PLAN?

*We are in the business of finding jobs and giving you the skills to be successfully employed.*

*Here is how we can help you...*

### Benefit Analysis

- Shows how your benefits are affected by having a community job
  - What are your options to increasing your income

### Career Exploration

- Observe careers in action    Talk to employers
  - Decide what your career path will be

### Community Based Assessment

- Paid opportunity to try new job experiences
  - Strengths assessed
- Recommendations for future services & vocational goals



## JOB SEEKING SKILLS TRAINING

- Prepares you for your job search
- Creates a professional resume
- Teaches where to find job leads
- How to complete application
- Being ready for the job interview

## JOB DEVELOPMENT

- Moves you down your career path
- Creates a professional resume
- Assists in completing applications
- Prepares for the interview
- Opens the door to employers
- Secures your community job

## JOB COACHING

- Helps you learn your job
- Stays with you until you have learned the job
- Looks for ways to make the job work for you
- Assists in meeting coworkers

## JOB RETENTION

- 90 day follow along after job coaching
- Check with employee and employer to assure long term success

## ONGOING JOB SUPPORT

- Continue to check in after job retention to assure success

## COMMUNITY PLACEMENT TRANSPORTATION

- 24 hours a day  
7 days a week

## Cedric's Story

Cedric began his services with Employment Services in 2013 as a high school student. He participated in Summer Youth learning valuable skills. During his senior year, Employment Services assisted Cedric with finding a part time job working a few hours a week at the License Bureau Driver's Exam Station.

Cedric received job coaching, job retention and continues to receive ongoing job support with this position.

Once graduating from high school, Cedric decided to participate in Project SEARCH. He

continues to learn many new skills as part of this unpaid internship program with St. Rita's. Cedric was even offered a paid position early on in his internship but decided to not accept at that time. He wanted to learn more jobs and skills that he would not have the opportunity to learn outside of Project SEARCH. The skills he is learning will open many doors for Cedric. He will begin Job Development soon with Employment Services to assist him in gaining the long term community job that he desires.



## PROJECT SEARCH

- For high school graduates who desire to transition to community employment
- Work in (3) ten-week internships at St. Rita's Medical Center to obtain transferrable job skills
- Improve success in gaining community employment
- Job Development to gain employment is part of this program

## SUMMER YOUTH

- Paid work experience program learning job skills with appropriate work behaviors
- 5 week summer program
- 4 weeks paid
- 1 week team training
- Opportunity to try some jobs

