



COCONINO COUNTY CAREER CENTER

Funded by the Workforce Investment Act (WIA) through the U.S. Department of Labor

Services Offered to the General Public:

- ✓ **Information** on WIA services, training providers, and local labor market
- ✓ Resume, job readiness, and other specialized **Workshops**
- ✓ **Assessment** of interests and transferable skills
- ✓ **Application** for advanced services

Services Offered to Those Who Apply, Qualify, & Are Selected:

YOUTH (low-income, age 21 & under)

- ✓ Assistance with **obtaining employment**
 - Career exploration, coaching, and mentoring
 - On-the-Job Training (OJT)
 - Internships
 - Occupational skills training
 - Leadership development
- ✓ Assistance with **obtaining high school diploma, GED, or higher education certification**
 - Tutoring
 - Tuition assistance
- ✓ **Support services** needed to stay in school or gain employment (i.e. transportation assistance, uniforms)
- ✓ **Summer employment** opportunities
- ✓ One year of **follow-up services**

ADULTS (age 18 & over)

- ✓ Individualized **career coaching & job readiness assistance**
- ✓ Customized **re-employment** planning for laid-off workers
- ✓ Individualized **short-term training** leading to full-time employment from eligible training provider (list may be viewed at www.azjobconnection.gov)
- ✓ Assistance with earning a **credential or license** required for employment
- ✓ **Internships** for skill building and work experience
- ✓ **On-the-Job Training (OJT)**
- ✓ One full year of **follow-up services** after obtaining full-time employment

EMPLOYERS

- ✓ **Hiring events & career fairs**
- ✓ **Internship opportunities** at no cost to employers
- ✓ **On-the-Job Training (OJT)** to help offset training costs for new-hires who are eligible for our program
- ✓ **Information** about employer incentives and training grants
- ✓ **Rapid Response Services** for employers who are laying off employees at no fault of their own