

JOB Help

Programs that help adults in the Columbus area find employment

If you have questions,
call the program directly.

Unemployment Compensation

To apply for unemployment compensation call: **1-877-644-6562** or go to www.unemployment.ohio.gov Have available your

- Social Security Number
- Drivers License or State I.D.
- Name, address and telephone numbers of all employers you have worked for within the last 18 months.

Looking for a Job

Central Ohio Workforce Investment Corporation (COWIC) -- JOBLEaders

Description: Free one-stop employment services for self-directed job searches. Free training and education based on eligibility determination/verification. Services are open to young and old, working and unemployed. Services include walk-in access to a career resource room, job fairs and job postings. Eligibility for training funds, career counseling and supportive services requires an appointment. Job search information is also available on the website at <http://www.centralohioworkforce.org/>

Locations: 1111 E. Broad Street, Columbus, OH 43205

Hours: Summer hours: Monday--Wednesday 9-7 pm; Thursday, 9-4 p.m., Friday 9-noon; & Saturday, 9-1 pm

Phone: (614) 559-5052

Columbus Urban League - Career Development Services

Description: Career Counseling, Four Week Job Readiness/Computer Literacy Training, Job Placement Assistance, Employment Services targeting Young African American Males 18-24, Workforce/Educational Programming for At-Risk Older Youth Ages 19-21, and Summer Youth Employment Programming (Ages 14-18).

Location: 788 Mt. Vernon Avenue, Columbus, OH 43203

Hours: 8:30 am -- 4:30 pm, walk-in for Information and services by appointment

Phone: 257-6300, ext. 106 or www.cul.org

Columbus Works, Inc.

Description: Intensive job training, placement and retention services for out-of school youth and young adults

Location: 115 West Main Street, lower level, Columbus, OH 43215

Hours: 8 am – 4 pm, walk in or call for an appointment

Phone: (614) 220-4036, <http://columbusworks.org>



Community Connection

Description: Orientation, job readiness, employment counseling and training for ex-offenders.
Location: 993 E. Main Street, Columbus, OH 43205
Hours: Orientation is on Thursdays at 10:00 am.
Phone: (614) 252-0660, <http://www.communityconnectionohio.com/>

COVA (Center of Vocational Alternatives)

Description: Assists individuals with mental illness & other barriers to employment with job development counseling, linkage to community services, outreach & direct employment services, benefits consultation for persons receiving Social Security benefits & Rehabilitation Readiness classes for persons diagnosed with mental illness. Services include Resource Center open 8 am – 5pm daily.
Location: 3770 N. High, Columbus, OH 43214
Hours: Walk in orientation held at COVA office Tuesday and Thursday at 1:30 pm, and Friday at 11:00 am. No appointment necessary.
Phone: (614) 294-7117, <http://www.cova.org/>

Forty Plus of Central Ohio

Description: Targeted to persons of all ages previously holding administrative, executive, technical, managerial, professional and other positions of responsibility. Provides job search training and office facility to support the search. Weekly meetings, featuring guest speakers who present upbeat and informative job search topics, are open to the public.
Location: 1100 King Avenue, Columbus, OH 43212
Hours: Guest Speaker Mondays at 9 am is open to members and visitors. Visitors are invited to a free orientation meeting following the guest speaker. Office hours Monday through Friday 9 am to 4:30 pm
Phone: (614) 297-0040, website <http://www.fortyplusoh.org>

Godman Guild—Job Success

Description: 4-week intense job readiness class which includes career assessments, computer skills instruction, financial literacy and skills needed to obtain and maintain employment (such as online job searching, resume development, mock interviews, and stress management and time management techniques). Program includes: case management, job placement, job retention assistance and free babysitting during class. Call for session start dates.
Location: Godman Guild Association
303 East 6th Avenue, Columbus, OH 43201
Hours: Monday-Friday 8:45 am - 3:15 pm
Phone: (614) 294-5476, http://www.godmanguild.org/employment_success.htm

Godman Guild—OSU Extension Learning Center

Description: Walk-in computer lab where you can check job postings and conduct an Internet job search. One time only membership fee of \$ 5.00. Computer classes are also available—call for a current listing.
Location: Godman Guild Association
303 East 6th Avenue, Columbus, OH 43201
Hours: Monday: 9 am – 12 Noon & Wednesday: 3 pm – 5 pm
Phone: (614) 294-5476, http://www.godmanguild.org/learning_center.htm



Goodwill Columbus

- Description:** Goodwill Columbus's JOBS Program is a 4 week, intensive job placement program that includes job seeking skills training, support classes, & employment assistance. To be eligible, you need to receive or be a member of a family that gets Ohio Works First cash assistance **or** you receive other FCDJFS benefits and have a minor child residing in Ohio **or** you meet eligibility requirements based on household income & have a minor child residing in Ohio. On their 1st day, participants need to bring in the OPEN form and/or the Work Activity Referral form, which can be obtained from their FCDJFS case worker. A new 4-week program starts every Monday. Please contact Shana Harris or Lutrell Jolly to set up an appointment time to come in and get started.
- Location:** 1331 Edgehill Rd. Columbus, OH 43212
- Hours:** Monday-Friday 9 am – 3:30 pm
- Phone:** **For more information, call Shana Harris, (614) 583-0276, or Lutrell Jolly, (614) 583-0253. <http://www.goodwillcolumbus.org/>**

IMPACT Community Action (formerly Columbus Franklin County Community Action Agency)

- Description:** Free employment services targeting low income individuals/families. Services include assessments; individual employment plans used to target any additional needs of the client and referrals to agencies assisting with other barriers to employment.
- Location:** 700 Bryden Road, Columbus, OH 43215
- Hours:** Monday-Friday 9 am - 4:30 pm. **Services by appointment only.**
- Phone:** (614) 453-1712. www.impactca.org

Jewish Family Services

- Description:** Employment counseling, employment and career coaching, job listings and job placement assistance, career assessment testing, dislocated worker and refugee employment programs.
Services are available to ALL Job Seekers.
- Location:** 1070 College Avenue, Columbus, OH 43209
- Hours:** Call for an appointment.
- Phone:** (614) 237-9675, <http://www.jfscolumbus.org/JobSeeker.asp>

Neighborhood House Resource Center

- Description:** **Free employment services.** Overall Job Readiness Training (JRT), assistance with job search, resume, coversheet development; online job search, online application assistance, basic computer literacy class, soft skills training, referral to Trade Schools, employment & career counseling; interviewing tips, Credit Counseling series (classes). **Business education classes** for start-ups & the self-employed; & business development counseling.
Individual business plan writing by appointment.
Free, open computer lab for adult job seekers, Monday-Friday 9 am – 5:45 pm
- Location:** 1060 Mt. Vernon Avenue, Columbus, OH 43203
- Hours:** By appointment.
- Phone:** (614) 251-8262, www.neighborhoodhouseinc.org



New Directions Career Center (formerly Center for New Directions)

- Description:** Individual, classroom and on-line job readiness and career development programs taught by licensed counselors. Financial aid, bus passes and childcare assistance available. Representatives from area employers, schools, training programs and others available on-site. Continuing education scholarships available to Center clients.
- Location:** 199 E. Rich Street, Columbus, OH 43215
- Hours:** Monday-Friday, 9:00 am – 4:30 pm; walk in or call for more information and to make an appointment.
- Phone:** (614) 849-0028, website www.newdirectionscc.org

Salvation Army

- Description:** Free job readiness (networking, applications, interviewing, resume creation, cover letters, employment linkage, financial literacy & basic computer literacy). Career (career exploration, career guidance, educational linkage, occupational testing, training scholarships & retention training) and open lab services (flexible hours, skills building/enhancement, self-paced modules & computer skill enhancement) for Franklin County residents. Individuals living in the 43203, 43205, 43211 & 43224 are encouraged to make use of this program. With all services, supportive services and educational and/or employment linkage is offered.
- Location:** 966 E. Main Street, Columbus, OH 43205 & 3167 Cleveland Avenue 43224.
- Hours:** Monday – Friday 8:30 am to 5:30 pm. Walk-in or call for an appointment.
- Phone:** (614) 253-6811, ext. 207 (East Main) & (614) 262-8450, ext. 203 (Cleveland Ave.)
<http://www.salvationarmycolumbus.org/programs/career.html>

TEACH Enterprise, Inc.

- Description:** Provides certified training in the areas of: Entrepreneur and Small Business Development; Customer Service Management; Medical Insurance Billing; Financial Management; IT Services; Microsoft Office Applications Specialist; Life Strategies Coach and HVAC-R.
- Location:** 899 E. Broad Street, Suite 450, Columbus, OH 43205
- Hours:** Monday-Friday 9 am – 3 pm. Call for an appointment. Walk-ins also welcome.
- Phone:** 614-857-1811, <http://www.teachenterprise.com>

United Cerebral Palsy of Central Ohio – Careers Unlimited

- Description:** **Populations served:** Individuals with various mental, physical and other disabilities.
Services provided: Job seeking skills training, financial stability classes, community base/work adjustment, career planning assessment, job development, job placement, job coaching, follow along, retention, assistive technology evaluation and occupational therapist services
- Location:** 440 Industrial Mile Road, Columbus, OH 43228
- Hours:** By appointment
- Phone:** (614) 279-0109, website <http://www.ucpofcentralohio.org/CareersUnlimited>



Vision and Vocational Services (formerly known as Vision Center of Central Ohio)

Description: Assists individuals with disabilities of any kind through career testing, job seeking skills training, one on one job development, placement and follow-up on the job. Job tryouts and summer youth programs offer on the job experiences. Services to employers include consultation about accommodations, recruiting and accessing resources. Training on technology and adaptive aids for people with visual impairments to get or maintain a job.

Location: 1393 N. High Street, Columbus, OH 43201

Hours: 8:00 a.m. to 4:30 p.m., walk in for information or call for an appointment

Phone: (614) 294-5571

Programs for Older Workers

AARP Foundation – Work Search

Description: A Senior Community Service Employment Program. Work training program for low income job seekers age 55 and over in Franklin, Delaware, Licking and Madison counties. Participants are assigned to paid temporary training assignments with local community organizations while receiving individualized job development and referral services. Specialized training and on-the-job training are also available.

Locations & phones: 1393 E. Broad Street, Suite 105, Columbus, OH 43205, **(614) 258-7295**
5320 E. Main Street, Suite 600, Whitehall, OH 43213, **(614) 322-0600**

Hours: For more information or to schedule an appointment call one of the offices Monday-Friday 9 am – 4 pm

Employment for Seniors, Inc.

Description: Provides a job list and matches adults ages 50 and older with employers.

Location: 4500 East Broad Street, Columbus, OH 43213

Hours: Call for appointment 9 am – 1 pm, Monday-Friday.

Phone: (614) 863-1219, website <http://employseniors.org/index.htm>

Mature Services, Inc. – Senior Community Service Employment Program

Description: Mature Services Senior Employment Center provides opportunities for training and employment to adults 55+ through the Senior Community Service Employment Program (SCSEP). As one of 14 national grantees under the U. S. Department of Labor as well as a provider for the Ohio Department of Aging, Mature Services serves clients in several Ohio counties. Formerly known as Senior Workers Action Program, the agency has been in operation for more than 30 years.

Location: 3400 N. High Street Suite 401, Columbus, OH 43202

Hours: Mon. – Fri., 8:30am – 5:00pm

For more information or to schedule an appointment call--

Phone: (614) 586-1975 or (866) 487-1687 (toll free),

<http://www.matureservices.org/employment.html>



Programs for Immigrants

Community Refugee and Immigration Services

- Description:** Employment counseling, individualized soft-skills training, job development and placement assistance, resume preparation, help with job-related translation and interpretation. Job Readiness Assistance Classes are offered. Services are free and available to refugees, asylees and low-income immigrant families and to other legal immigrants.
- Locations:** 3628 Bexvie Avenue, Columbus, Ohio 43227
4889 Sinclair Road, Suite 103 & 114, Columbus, Ohio 43229
3000 West Broad Street, Columbus, Ohio 43204
- Hours:** Monday – Friday from 8:30 am - 4:30 pm, preferable to call first to determine which services are appropriate and what documents to bring to the appointment.
- Phone:** (614) 235-5747 (for Bexvie Ave location), <http://www.cris-ohio.com/>
(614) 880-0114 (for **Employment Services** at Sinclair Rd location)
(614) 840-9634 (for Sinclair Rd. location)
(614) 279-1354 (for W. Broad St location)

Jewish Family Services

- Description:** Refugees that qualify for TANF funding (200% of poverty or below) can utilize the Franklin County Job and Family Services grant funded program at the JFS Career Center. Staff provides orientation to the work force, prepares persons for job interviews, provides opportunities to interview and provides support services to the employee and employer for the first 4 months of employment.
- Location:** 1070 College Avenue, Columbus, OH 43209
- Hours:** Monday – Friday 9 am – 5 pm by appointment only.
- Phone:** (614) 237-9675, <http://www.jfscolumbus.org/JobSeeker.asp>

Programs for Veterans

Ohio Department of Job & Family Services

- Description:** **Intensive Career Services:** Career guidance, resume assistance, job coaching on overcoming employment obstacles – all services free of charge.
Ohio Transition Assistance Program: Free monthly workshop for veterans, active duty personnel and their spouse. Job search techniques that get results—how not to be screened out, acing interviews, networking boot camp, veteran benefits, applying for government jobs, and insider tips from local HR staff.
Veterans Short-term Training Program: Funding for licensure, certification, or other short-term training, including the cost of books, uniforms, tools, etc.
Job referrals: All veterans receive priority in our job bank: www.scoti.ohio.gov
- Location:** Job Leaders, 1111 E. Broad Street, Columbus, OH 43205
- Hours:** Monday-Friday, various times
- Website:** <http://www.odjfs.state.oh.us/veterans>
- Phone:** For more information call: (614) 559-6058.



Volunteers of America – Homeless Veterans Reintegration Program (HVRP)

- Description:** Offers employment assistance services (including transportation assistance, access to Veterans Clothing Closet and other services) to homeless male/female **veterans** who are currently homeless or previously homeless, who have at least one (1) day of documented active duty and who have separated from the military with any discharge other than a dishonorable discharge
- Location:** 567 West Broad Street, Columbus, Ohio 43222
- Hours:** Monday –Thursday -- 8:00 am - 5:00 pm.
Friday – 12:00 noon to 5:00 pm.
- Phone:** (614) 351-1881, <http://www.voago.org/>

On-line Job Search

Columbusjobs.com/Monster

- Description:** This is on the *Columbus Dispatch* website. It offers job searches by location and job title, resume postings, job ads from the *Sunday Dispatch*, advice on finding employment and other features.
- Location:** On line.
- Website:** <http://www.columbusjobs.com/monster/content/index.html>

Ohiomeansjobs.com

- Description:** This website combines electronic job opportunities from all the major commercial job boards, national and Ohio Fortune 100 companies and state of Ohio jobs. More features are to be added to the website by the fall of 2008.
- Location:** On line.
- Website:** www.ohiomeansjobs.com

