

**Programs that help adults in the Columbus area find employment**

If you have questions,  
**contact the program directly.**

**Unemployment Compensation**

To apply for unemployment compensation call: **1-877-644-6562** or go to [www.unemployment.ohio.gov](http://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:** Workforce development and training center (one-stop) that offers free employment services for self-directed job searches. Free training and education based on eligibility determination/verification. Services are open to diverse populations, 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.cowic.org/>

**Location:** 1111 E. Broad Street, Columbus, OH 43205

**Hours:** Monday--Wednesday 8:30 am—5:30 pm; Thursday, 8:30 am--3 p.m., Friday 8:30 am—12 noon

**Phone:** (614) 559-5052

**Columbus Urban League - Career Development Services**

**Description:** Career Counseling, Job Placement Assistance, Workforce Services Targeting At-Risk Older Youth Ages 18-21, and Summer Youth Employment Programming targeting youth ages 14-18.

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

**Hours:** 9:00 AM -- 3:30 PM Monday-Thursday, walk-in for information, **services by appointment only.**

**Phone:** (614) 257-6300, ext. 106, website [www.cul.org](http://www.cul.org)

**Alvis House Community Reentry Center**

**Description:** Orientation, job readiness, employment counseling and training for ex-offenders.

**Location:** 993 E. Main Street, Columbus, OH 43205

**Hours:** Walk-in Orientation is on Thursdays at 10:00 am.

**Phone:** (614) 252-0660, ext. 5523, website [www.alvishouse.org](http://www.alvishouse.org).

## Community Employment Assistance Network (CEAN)

- Description:** Network of area employers, agencies, government, education and coaches. Operates a FREE Job Bank and Resume Bank [www.GoldDuck.com](http://www.GoldDuck.com)
- Location:** At various member sites
- Hours:** 2nd Thursday 8:45 am to 10:45 am
- Phone:** Email-[Eddie@EddiePowell.com](mailto:Eddie@EddiePowell.com) and visit website: [www.TheCEAN.Net](http://www.TheCEAN.Net)

## COVA (Center of Vocational Alternatives)

- Description:** Assists individuals with mental illness & related barriers to employment with Programs to explore, secure and retain competitive jobs in the community. COVA also provides benefits consultation services for those receiving disability benefits who want to return to work.
- Location:** 3770 N. High, Columbus, OH 43214
- Hours:** Walk in orientation held at COVA office **Tuesday and Thursday at 1:30 pm.** No appointment necessary.
- Phone:** (614) 294-7117, website <http://www.cova.org/>

## Dress for Success Columbus

- Description:** Dress for Success Columbus assists disadvantaged women with workplace appropriate clothing & career building tools as they prepare to return to the workforce. **A referral from a partner agency is required.** The 'Interview Suiting', includes a skirt or pant suit, shirt/blouse, footwear, nylons, handbag/briefcase, accessories and personal care products. The service is for women who are job ready & have an interview or job/career fair appointment. While women seek employment, they are welcome to use the Career Center in the Dress for Success Columbus facility. It provides computers, a printer, fax machine & written reference materials for professional development. Computers are equipped with internet access & self-led computer tutorials. Appointments with HR professionals to meet one-on-one for resume review & soft-skills training are scheduled twice a month. Once a woman secures a job, 'Employment Suiting' offers a week's worth of workplace appropriate clothing, footwear, accessories and personal care products. Membership in Professional Women's Group, our Employment Retention Program is available for women who are employed & received services through our Interview and Employment Dressing Program. **All Services are Free of Charge and by Appointment Only for every woman we serve.**
- Location:** 1260 North High Street, Columbus, Ohio 43201, between 5th and 6th Avenues COTA Bus Service on lines 2, 5 and 8. Free parking located off of Courtland Avenue. Meter parking located on High Street.
- Hours:** Monday - Friday 8:30 AM - 4:30 PM
- Phone:** (614) 291-0431, **(call if you need the name of a partner agency).**  
Website: [www.dressforsuccess.org/columbus](http://www.dressforsuccess.org/columbus)

## 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 5:00 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 6<sup>th</sup> Avenue, Columbus, OH 43201

**Hours:** Monday-Friday 8:45 am - 3:15 pm

**Phone:** (614) 294-5476, website <http://www.godmanguild.org/work-force-development-i-4.html>

### **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 6<sup>th</sup> Avenue, Columbus, OH 43201

**Hours:** Monday: 9 am – 12 Noon & Wednesday: 3 pm – 5 pm

**Phone:** (614) 294-5476, website [http://www.godmanguild.org/learning\\_center.htm](http://www.godmanguild.org/learning_center.htm)

### **Goodwill Columbus**

**Description:** Goodwill Columbus's Workforce Development Division offers vocational rehabilitation services to people with disabilities and other barriers to employment. We provide a range of services designed to help individuals prepare to go back to work and to find and keep employment. Our services include occupational skills training, transitional work (in-house/community based), job-seeking skills classes, soft-skills classes, job development, job placement, and job coaching. Most of the people we work with are referred by a third-party provider, such as the Ohio Rehabilitation Services Commission, the Veterans Administration, or the Bureau of Workers' Compensation. However, we often are able to serve individuals through other programs that do not require a referral source. .

**Location:** 1331 Edgehill Rd. Columbus, OH 43212

**Hours:** Monday-Friday 8 am – 4:00 pm

**Phone:** Call (614) 583-0103 or (614) 583-0253 to discuss your current needs and eligibility for services; website: [www.goodwillcolumbus.org/workforce/](http://www.goodwillcolumbus.org/workforce/)

### **IMPACT Community Action- Employment Plus Program (formerly Columbus Franklin County Community Action Agency, CMAAO)**

**Description:** Workforce development training for income eligible individuals/families. Services include individual employment plans, paid job training, job coaching, National Work Readiness certification, referrals and additional support to address other barriers to employment and self-sufficiency.



**Location:** 700 Bryden Road, Columbus, OH 43215  
**Hours:** Monday-Friday, 9 am - 4:30 pm. **All employment services by appointment only.**  
**Phone:** (614) 453-1712, website [www.impactca.org](http://www.impactca.org)

### **Jewish Family Services**

**Description:** Employment counseling, employment and career coaching, job listings and job placement assistance, career assessment testing, entry level, 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, website <http://www.jfscolumbus.org/JobSeeker.asp>

### **Metro Columbus Christian Women's Job Corps**

**Description:** Life skills, pre-employment training and mentoring for unemployed women. Classroom training is for 8 wks, 6 hrs/day & 4 days/week. Biblically based program.  
**Location:** 888 Parsons Avenue, Columbus, OH 43206  
**Hours:** Call for an appointment.  
**Phone:** (614) 445-6776, email [mccwjc@rrohio.com](mailto:mccwjc@rrohio.com)

### **National Center for Urban Solutions**

**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, website <http://www.ncusolutions.org>

### **New Directions Career Center (formerly Center for New Directions)**

**Description:** Individual, classroom and on-line job readiness, career development and placement services available to graduates of the programs. Financial aid, bus passes and childcare assistance available. Representatives from area employers, schools, training programs and others are available on-site. Continuing education scholarships are available to Center clients.  
**Location:** 199 E. Rich Street, Columbus, OH 43215  
**Hours:** Monday-Friday, 8:30 am – 4:30 pm; walk in or call for more information and to make an appointment.  
**Phone:** (614) 849-0028, website [www.newdirectionscc.org](http://www.newdirectionscc.org)

### **Shared Resource Network, Inc.**

**Description:** Hosts tele-seminars, trainings, ebooks, books & other materials useful for job seekers ranging from first-time job seekers to those that want their next position.../fast!, produces a weekly 30 minute television program aimed at "jobs, careers, and hot opportunities in the marketplace" aired on the five signals in the Central Ohio Association of Christian Broadcasters, Inc. network of stations including Columbus, Delaware, Marion, Kenton & Ontario/Mansfield markets. Eddie Powell hosts with different weekly guests discussing job & career helps, particular career choices, starting your own business & other valuable information to job seekers, career climbers & career changers. **Website is** [www.TheSRN.com](http://www.TheSRN.com)



## The Salvation Army Career Enhancement Center

**Description:** **Free services:** Job Readiness, Career Assessments, and Career Guidance are available to all Franklin County residents. Individuals residing in 43203, 43205, 43211, 43222 and 43224 zip codes have priority.

All training modules are available through group workshop trainings or by individual sessions during our open lab hours. Training modules range from 3 to 100 hours.

During open lab and group workshops, participants also have access to our labor market and employment information reference library.

With all services, Educational/employment linkage is offered.

**The Purpose of Basic Job Readiness Modules is to:** Learn or Enhance, Networking Skills to learn about job openings, Successful Completion of Job Applications, How to Interview to Get the Job, Learn and Determine Appropriate Resume Styles, Creating a Resume and Cover Letter That Will Get the Interview, Learn how to Effectively Communicate Skills to Employers, Creating a Budget to Determine Salary Needs, and Basic Computer Training and its' Importance in Today's Workplace.

**Assessment Services:** Academic, Employability, Career Assessments, Career Exploration, Career Planning, and Occupational Testing are conducted on a weekly basis.

**Job Retention/Advancement Services:** Learn How Your Attitude Can Get or Help You Keep a Job, How to be an Effective Team Member, How to Get Along With Your Supervisor, Work Ethic, Diversity, Conflict Resolution, Substance Abuse and Handling Stress in The Workplace.

**Location:** 966 E. Main Street, Columbus, OH 43205

**Hours:** Monday – Friday 8:30 am – 5 pm. Call for an appointment.

**Phone:** (614) 358-2612, website <http://www.salvationarmycolumbus.org/programs/career.html>

## 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, community base/work adjustment, personal adjustment, travel training, hotel training, career planning assessment, job development, job placement, job coaching, follow along and retention.

**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:** Full range of vocational services for people with disabilities.

**Work Evaluation:** a series of paper-and-pencil tests, interest inventories, and work samples to assist in determining vocational strengths, limitations and potential careers. Also called community-based assessment, can also be performed in an employer's work place when best for the client.

**Work Adjustment:** an individualized program directed to improve specific



work behaviors/attitudes to increase the likelihood of success in employment. This can occur in our production setting or in a community employer's work site.

**Job Development and Placement:** training and assistance in job seeking skills (resume, interviewing, contacting employers). Work with consumer to arrange interviews, accommodations for success networking and securing employment. 90 days of follow up. We also assist with **Home Based Employment Services**.

**Job Coaching:** one-on-one training to learn or maintain a job, including learning job and inclusion in the work setting.

For employers, we perform **Brailing of documents and accessibility assessments**. **Training on technology and adaptive aides** for people with visual impairments to get or retain a job.

**Location:** 1393 N. High Street, Columbus, OH 43201  
**Hours** 8:00 am to 4:30 pm, Monday-Friday: excluding holidays. Call for information or for an appointment  
**Phone:** (614) 294-5571, <http://www.visionandvocationalservices.org>

## Programs for Older Workers

### AARP Foundation WorkSearch

**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  
998 E. Main Street, Newark, OH 43055, 1(740) 670-8873

**Hours:** For more information or to schedule an appointment call one of the offices Monday-Friday 9 am – 4 pm  
Website <http://www.aarpworksearch.org/pages/default.aspx>

### Employment for Seniors, Inc.

**Description:** Provides support, assistance and referral services to senior job seekers age 50 years and older. Services include a registration and counseling process between a client and a Volunteer Career Counselor in the EFS office. The initial interview is a scheduled appointment that provides the client with information on services and programs, review of current job postings, and the follow up process. The counselor will review the client's resume and career materials, providing resources as necessary. They will also discuss those jobs currently posted on the EFS Job Match System, and give application and referral information as appropriate. Regularly reaches out to the employer community to bring awareness of the talent available in our mature job seekers, as well as to secure additional position postings for our Job Match database.

In addition, EFS regularly sponsors workshops for senior job seekers to gain additional training in development of their resumes, cover letters, how to develop their own business, networking, etc. Holds yearly Annual Senior Job Fair, a one-day



educational and placement event which brings employers and applicants together.  
**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>  
**Email:** [info@employseniors.org](mailto:info@employseniors.org)

### **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., 9:00 am – 5:00 pm  
For more information or to schedule an appointment call--  
**Phone:** (614) 586-1975 or (866) 487-1687 (toll free),  
<http://matureservices.org/seccolumbus.php>

## **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 111, 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) 456-1526 (for Bexvie Ave location)  
(614) 987-1644 (for **Employment Services** at Sinclair Rd location)  
(614) 279-1354 (for W. Broad St location)

website <http://www.cris-ohio.com/employmentservices.html>

### **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, website <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.  
**Job referrals:** A job search tool [www.ohiomeansjobs.com](http://www.ohiomeansjobs.com) allows you to view job opportunities throughout the state.
- Location:** JOBLEaders, 1111 E. Broad Street, Columbus, OH 43205  
**Hours:** Monday-Friday, various times  
**Phone:** For more information call: (614) 559-6058, website <http://jfs.ohio.gov/veterans/>

### Volunteers of America – Homeless Veterans Reintegration Program (HVRP)

- Description:** Offers employment assistance services (including transportation assistance, access to a computer resource center, job leads and other employment related services) to male/female **veterans** who are currently 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 43215  
**Hours:** Monday –Thursday -- 8:00 am - 5:00 pm.  
Friday – 12 Noon - 5:00 pm.  
**Phone:** (614) 351-1881, website <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.
- Location:** On line.  
**Website:** <https://ohiomeansjobs.com/omj/>

