



4631 Dixie Hwy.
Fairfield, OH 45014
HOURS:
8:00 AM to 5:00 PM
Monday thru Friday

Phone No.: 513-785-6500
Fax No.: 513-887-3221
TTY No.: 513-785-6519
www.workforceoneofbutlercounty.com

Workforce One/WIA **Orientation** is available every **Tuesday at 10:00am** and **Thursday at 1:00pm**.
No appointment needed!

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Please see *last page* for a complete schedule of when each of these organizations will be at the Job Center

ADULT BASIC AND LITERACY EDUCATION (ABLE):
513-785-5825

- ★ improve basic skills in reading, writing, and math
- ★ strengthen job skills
- ★ gain lifelong learning and employability skills
- ★ prepare for GED test or other college, vocational or employment tests
- ★ tutoring in basic reading and phonics
- ★ free services to adults 18 years and older
- ★ Foreign-born adults can improve English language skills and prepare for U.S. citizenship
- ★ Evening Classes from September through May

BUTLER COUNTY DEPT. OF JOB & FAMILY SERVICES:
513-785-6500

- ★ Job Center orientation workshops
- ★ career counseling & guidance
- ★ assessment of educational skill levels
- ★ assessment of career aptitudes & interests
- ★ Workforce Investment Act (WIA) information

NOTE: Workforce One orientation sessions are held at Workforce One every Tuesday morning at 10:00am and every Thursday afternoon at 1:00pm.

Please see *last page* for a complete schedule of when each of these organizations will be at the Job Center

BUTLER TECH: 513-868-6300 www.butlertech.org

- ★ provides career education and training for adult and high school students
- ★ career assessments and career counseling
- ★ financial aid available for those who are eligible
- ★ WorkKeys assessments for individuals and for company use
- ★ job profiling services

COMMUNITY BEHAVIORAL HEALTH 513-785-5377

Provides employment support services to TANF eligible unemployed/underemployed clients in obtaining and retaining employment. The goal is to help clients who have had difficulty obtaining and maintaining employment address their barriers to employment and begin the search for a job that best suits their abilities and needs. TANF eligibility requirements include a person who has a child under the age of 18 and whose income is 200% below the poverty level. A person with a child in the home who is 18 years of age and still in high school (client would become ineligible once the child turned 19 or graduated from high school, whichever comes first). A woman who is pregnant. If the child is not in the home, the person must have a current child support order for a child under the age of 18 in Butler County (can't be for arrearages only) or a reunification plan to reunite parent and child within the next six months.

**English Classes for Speakers of Other Languages (ESOL):
513-785-6500**

You will feel welcome in these free classes for adults who want to learn or improve their English. Learn about the customs and government of the United States while you are learning the language. **Under eighteen year olds must have a work permit and withdrawal from high school to attend.**

Please see *last page* for a complete schedule of when each of these organizations will be at the Job Center

JEWISH VOCATIONAL SERVICE: 1-800-735-7934

- ★ job placement
- ★ job coaching
- ★ vocational guidance
- ★ resume development
- ★ job seeking skills
- ★ job retention services

JOB CORPS: 1-800-789-9911 ext. 3847

- ★ ages 16 - 24
- ★ over 100 trades offered
- ★ many benefits, including travel
- ★ free residential training, educational, vocational and social skills

MALACHI/WIA Youth Opportunities Program (Y.O.P.)
Fairfield: 513-785-6521 Middletown: 513-423-0795

Services are available for youth, ages 16 to 21, who meet income criteria and face a barrier to employment.

- ★ tutoring assistance in reading/math
- ★ referral to alternative secondary school services (GED, Credit Recovery, etc.)
- ★ assistance with post-secondary education
- ★ classes on money management/information
- ★ computer technology classes (learn software and earn a computer)
- ★ assistance with connection to area employers for employment
- ★ vocational training
- ★ training in specialized occupational areas
- ★ recognition for reaching goals set
- ★ program sponsored learning activities

Please see *last page* for a complete schedule of when each of these organizations will be at the Job Center

MATURE SERVICES: (Senior Employment Program)
513-785-6514

- ★ job readiness/pre-employment skills
- ★ job development
- ★ job search classes & job placement for eligible clients 55 years or older
- ★ income must be 125% of the poverty level or less
- ★ resident of Butler County

OHIO EMPLOYMENT SERVICES: 513-785-5824

- ★ register for employment
- ★ referrals to employment
- ★ resume assistance
- ★ employer screening assistance
- ★ assist with Internet job searches and job matching
- ★ veterans representative *available during regular business hours*
- ★ library of job search videos and books
- ★ re-employment workshops

OHIO REHABILITATION SERVICES COMMISSION:
(ORSC) 513-942-8909

- ★ assists eligible clients with disabilities with employment needs
- ★ vocational assessment & counseling
- ★ placement & rehabilitation technology
- ★ training

Please see *last page* for a complete schedule of when each of these organizations will be at the Job Center

SUPPORTS TO ENCOURAGE LOW-INCOME FAMILIES:
(SELF) Hamilton 513-868-9300 www.selfhelps.org

- ★ services are available for those eligible under SELF's economic guidelines
- ★ job counseling
- ★ job transportation
- ★ job bank
- ★ interview clothing closet
- ★ job/education training fairs
- ★ educational counseling and help with school fees and school supplies
- ★ emergency transportation to education/training classes
- ★ Home Energy Assistance Program
- ★ utility, rent and other emergency assistance
- ★ family and personal development mentoring
- ★ self sufficiency classes, *e.g. career development, money management, time management, and home buyers assistance:*
Registration is a must for these classes.

WORKFORCE INVESTMENT ACT (WIA)
513-785-6500

Services are available to individuals who meet eligibility and suitability guidelines.

- ★ career counseling
- ★ career assessment and development
- ★ assistance with vocational training
- ★ referral to alternative services

Workforce One of Butler County
Weekly Schedule (revised 02-09-09)

(subject to change without notice – call (513) 785-6500 to confirm times/dates)

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
ABLE	8:30 – 1:00 5:00pm - 9pm	8:30 – 1:00 5:00pm - 9pm	8:30 – 1:00 5:00pm - 9pm	8:30 – 1:00	8:30 – 1:00
Butler County DJFS	8:00 - 5:00	8:00 - 5:00	8:00 - 5:00	8:00 - 5:00	8:00 - 5:00
Butler Tech	2:30 – 4:30		8:00 - Noon	2:30 – 4:30	
English for Speakers of Other Languages ¹	9:15am-11:45am		9:15am-11:45am		
Jewish Voc. Service	Noon - 1:00				
Job Corps ²				10:00 - 2:00	
MALACHI	8:00 – 4:00 (assigned but	8:00 – 4:00 may not be	8:00 – 4:00 here all hours	8:00 – 4:00 each day)	
Mature Services	9:00 – 5:00	9:00 – 5:00	9:00 – 1:30	12:30 – 5:00	
Ohio Empl. Services	8:00 - 5:00	8:00 - 5:00	8:00 - 5:00	8:00 - 5:00	8:00 - 5:00
Ohio Rehab. Services		8:00 - Noon			
Orientation/WIA Workshop		Start Time 10:00am		Start Time 1:00pm	
Re-empl. Workshop	1:00 – 3:00				
SELF					8:30 - Noon

¹ ESOL classes are not held during the summer months

² A Job Corps representative will be here on the first Thursday of each month only