

SPECIALTY RESOURCES CONT'D

Real Life Living Services Supported Employment Services

rlls.org/our-services/supported-employment-services
(231) 887-4080

It includes job development, initial and ongoing support services, and activities to help adults with disabilities obtain and maintain gainful employment that would otherwise be unattainable without such support.

Women's Resource Center

grwrc.org || (616) 458-5443

A Grand Rapids-based women's resource organization dedicated to enhancing employment and economic opportunities for women.

ADDITIONAL TIPS

Another option for job search: Search for job opportunities on various corporate websites. For example, if you are interested in a career in retail, check out Target, Wal-Mart, and other store websites.

National employment databases:

- [Flexjobs.com](https://www.flexjobs.com)
- [Indeed.com](https://www.indeed.com)
- [LinkedIn.com](https://www.linkedin.com)
- [Monster.com](https://www.monster.com)
- [Snagajob.com](https://www.snagajob.com)

Do you need help starting your search? The links below will provide you with free online lessons to help you plan your career, apply for jobs, and get the training you need to be successful in today's market.

- [Free Work tutorials at GCF Global - edu.gcfglobal.org/en/subjects/workFree](https://www.gcfglobal.org/en/subjects/workFree)
- [LinkedIn Learning Courses - bit.ly/2DXk6Zq](https://bit.ly/2DXk6Zq)

Beware of jobs posted on Craigslist and other anonymous online job boards. Red flags that an online job posting is a scam:

- Job posting is very vague and lacks specific information about employer or job title
- Bad grammar
- The salary is higher than normal for that industry / position (if it sounds too good to be true, it probably is!)
- It costs money to request or request other fees (asking you to pay for a credit card report, background check, etc.).

Service changes may have been affected due to COVID 19. Please call 2-1-1, or contact organizations by phone for service updates.

Community Resources

EMPLOYMENT SERVICES



A starting point for finding resources that can help you find a job or advance your career.

AGENCIES

2-1-1 Heart of West Michigan United Way

hwmuw.org/211

Dial 2-1-1

Live chat online: hwmuw.org/211-live-chat

United Way's 2-1-1 connects people to thousands of services in 15 counties: Antrim, Barry, Benzie, Grand Traverse, Ionia, Kalkaska, Kent, Lake, Leelanau, Mason, Mecosta, Montcalm, Newaygo, Oceana, and Osceola. Whoever you are, whatever your needs, 2-1-1 makes it easy to find help for yourself, a neighbor, or a loved one. Please note that 2-1-1 is an information and referral service and does not provide direct services or financial assistance.

Adecco USA

hadeccousa.com/locations/grand-rapids-michigan-staffing-agencies

General & Industrial Staffing (616)-257-4754

Accounting & Finance (616)-432-6220

Providing both permanent and temporary employment opportunities and career training worldwide.

Express Employment Professionals

expresspros.com/grandrapidsmi || (616)-281-0611

Connecting people with meaningful employment opportunities and training. Nationwide locations.

Goodwill Training and Career Services

goodwillgr.org/training-and-career-services

(616)-532-4200

Helps people obtain work and establish independence. Provides support and guidance at no cost to individuals. A range of services are available to help people grow personally and professionally.

Manpower

gmanpower.com/ManpowerUSA/home || (866)-271-5145S

Several local area branches: Kent County, Grand Rapids, Lowell. Visit a location in person or apply online. Click here for assistance in building your online profile.

Pure Michigan Talent Connect

gmitalent.org || (888) 522-0103

A searchable tool connecting Michigan's job seekers and employers; serves as a central hub linking all public and private stakeholders who support Michigan's workforce.

Urban League of West Michigan

grurbanleague.org/employment || (616)-245-2207

Specializes in employment assessments, counseling, and placement for job seekers.

West Michigan Works

jobs.westmiworks.org || NW (616) 336-4460

E (616) 336-4040 || Rockford (616) 228-6724

Offers a variety of resources, including courses on computer literacy, resume workshops, assistance finding apprenticeships, and other resources to assist with finding a new job or starting a new career. Offers virtual hiring events and resources, such as a monthly virtual job fair.

KDL RESOURCES

AtoZ Databases

The AtoZU Training Center now offers webinars on resume writing, job seeking, and interviewing tips. The job search feature will help filter your results to local and field specific information.

Career Skills by Penn Foster

This free suite of online courses provides opportunities to learn, review, and practice foundational work-related skills that employers look for when hiring, including literacy, math, soft skills and digital literacy.

LearningExpress Library

A completely interactive online learning platform providing instant access to a comprehensive collection of test preparation tools, skill-building materials, and career resources. Includes over 1,000 online practice tests and interactive skill-building tutorials to prepare for the GED, ACT, SAT, GRE, GMAT, LSAT, and MCAT tests, as well as AP exams and professional certification and licensing tests in a range of occupations.

Lynda.com

Unlimited access to Lynda.com's vast library of high-quality, current, and engaging video tutorials taught by recognized industry experts. More than 3,000 courses are available to help anyone learn business, technology and creative skills to achieve personal and professional goals.

Mango Languages

Mango is an online language learning system that teaches practical conversation skills for real communication. It's a fast, easy, and effective way to learn to speak a foreign language.

SPECIALTY RESOURCES

Bethany Christian Services Refugee Employment Program

bethany.org/service/employment-services || (800) 238-4269

Assist all adult refugees who have arrived in the United States within five years of arrival to prepare for, obtain, maintain, and retain employment.

Hope Network: Workforce Development

hopenetwork.org/workforce-development/ || (616) 248-5160

Hope Network services are geared to specific populations. Job seekers should call or email to provide their information so they can be put in touch with the program that will be the best fit.

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