

WELCOME!

SC WORKS

ANDERSON•OCONEE•PICKENS

Equal Opportunity is the Law:

Since this program or activity receives federal money, it is against the law for the program to discriminate against any person in the U.S. on the basis of race, color, religion, sex national origin, age, disability, political affiliation or belief. It is also illegal to discriminate against any beneficiary of programs receiving money under Title I of the WIOA on the basis of citizenship/status as lawfully admitted immigrant authorized to work in the U.S. or his or her participation in any program or activity receiving money from the WIA Title I.

The program or activity must not discriminate in any of the following areas: deciding who will be admitted, or have access to any WIOA Title I financially assisted program or activity; providing opportunities in, or treating any person with regard to such a program or activity; or making employment decisions in the administration of, or in connection with, such a program or activity.

"Equal opportunity employer/program"
"Auxiliary aids and services are available to individuals with disabilities upon request"

AmericanJobCenter

12-7-2016 Rev.

Welcome to the SC Works Orientation. Effective August of 2011, the SC Department of Employment and Workforce launched "SC Works" as the new brand of the OneStop System. The brand places emphasis on the purpose of the system....Bringing employers and job seekers together! We are called SC Works because we are the place to come to for those looking for work and employers looking to hire. We are the connector.

OBJECTIVES

- What is SC Works?
- Where services are offered
- What services are available
- Think about your next step

Our objectives today are to provide you with an overview of the SC Works System, make you aware of the services we can provide to you, and get you thinking about your next steps towards finding employment.

FACILITIES



- Exits
- Restrooms
- Resource Room



First-we want you to become familiar with our facilities. **<Presenter should explain the location of the exits, restrooms, and resource area. Presenter should also provide a general schedule of center activities here>**

Community Resources

- Adult Education – GED, Literacy, ESL, Computer Literacy
- Tri-County Technical College – degrees, certificates, licensures
- Vocational Rehabilitation – employment resources for those with disabilities
- SHARE – emergency assistance needs related to housing
- Department of Social Services – SNAP benefits, Temporary Assistance for Needy Families
- SC Department of Employment & Workforce
 - Trade Act
 - Veterans
 - Employment Services – job openings and referrals, job fairs
- Job Corp – youth program
- Housing & Urban Development – low-income housing
- AARP – older worker employment resources
- Goodwill – employment and training resources
- WIOA Career Coaches - training scholarships and On-the-Job Training

The SC Works system is a network of services that job seekers can access in the community. Community Resources can be found throughout the WorkLink area. Some of these partners include, but are not limited, to Adult Education, Tri-County Technical College, Vocational Rehabilitation, SHARE, DSS, SC Department of Employment and Workforce, Job Corp, Housing & Urban Development, AARP, Goodwill, and Workforce Investment Act Representatives. A variety of services are offered. Job seekers can find assistance with furthering their education and/or obtaining employment through each of these locations.

SCSEP (AARP & Goodwill)

- Program designed to assist participants ages 55+
- Various training programs
 - Training placements in various host sites
 - Some school training

The SCSEP program is a training program for people 55 and older. For more information, please see me after this presentation.

Vocational Rehabilitation

- Traumatic Brain Injury
- Pain Management
- Muscular Development Center
- Information Technology Training/Business Applications, CAD, Computer Repair
- Rehabilitation Technology/ job accommodations, vehicle modifications, home modifications
- Cardiac Rehabilitation
- Deaf and Hard-of-Hearing Services/hearing aids, replacement hearing aids
- Substance Abuse/Dependent Treatment Centers
- Job Placement
- Supported Employment
- Transition from school-to-work
- Assistive Technology Loans
- Job Retention Services
- College/Vocational Sponsorship

SC Vocational Rehabilitation is a program designed to help people overcome certain obstacles. They have a wide range of services that are listed here. For more information, please see me after this presentation.

Education Partners

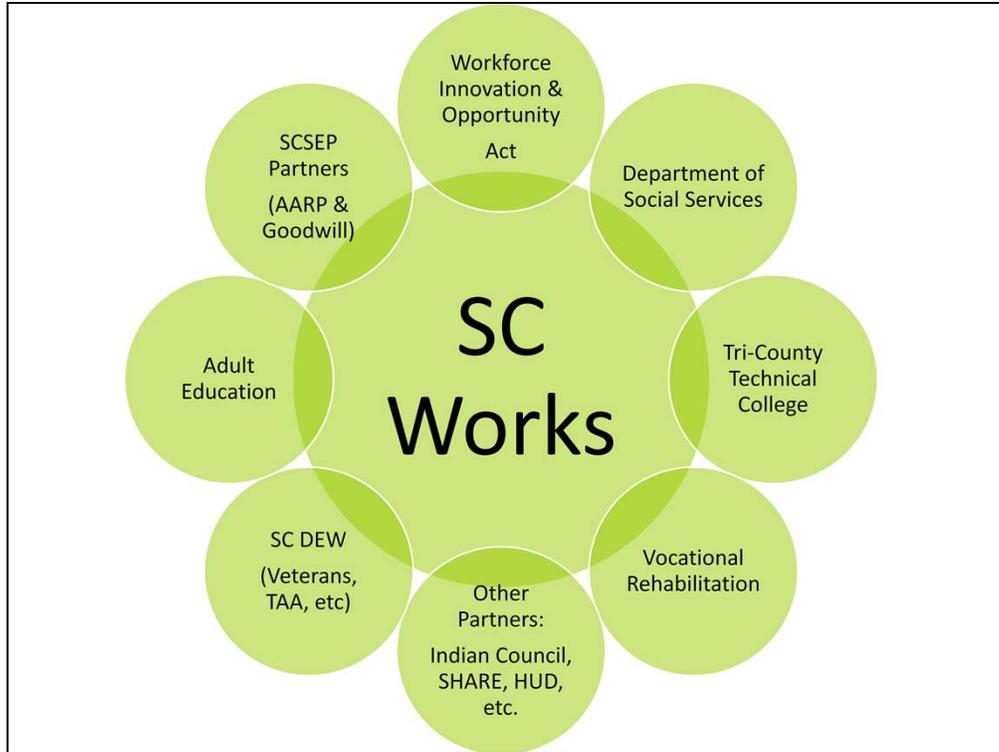
Technical Colleges

- Two Year Degree Programs
- Corporate & Continuing Education Programs
 - Medical
 - Administrative
 - Manufacturing
 - CDL
 - Many more
- Workkeys

Adult Education

- GED programs
- ESL programs
- Workkeys

SC Works partners with various educational groups. We have a good partnership with both the local technical colleges and adult education centers. We have a few programs that may be able to help with getting your GED or technical school paid for. If you are interested in finding out if you qualify for a training scholarship, please see me after this presentation.



All of these services have a common goal - to address challenges that may be preventing a job seeker from securing and maintaining full-time, sustainable employment. Though we can not guarantee any particular service here with you today, as some services like training services are determined in a one-on-one, case-by-case setting, we want you to understand that it is through these resources that some customers have received job offers, attended workshops to enhance their job search, received referrals for assistance with basic needs such as housing, food, and utilities, and have been able to participate in training programs. SC Works is an organized system of partnering with community organizations and government agencies all designed to assist you with your employment needs.

LOCATIONS

□ Locations in Anderson, Oconee, and Pickens Counties

- **SC Works Anderson:** *Tri County Technical College Anderson Campus Anderson QuickJobs Center
511 Michelin Blvd. Anderson SC 29625*
- **SC Works Seneca:** *Tri County Technical College Oconee Campus QuickJobs Center 104 Vocational Dr. Seneca SC 29672*
- **SC Works Easley:** *Tri County Technical College Easley Campus QuickJobs Center 1776 Powdersville Road Easley SC 29642*
- **Clemson Center:** *Comprehensive Center at East Park 1376 Tiger Blvd, Suite 102 Clemson SC 29631*

You may visit and receive services at any of the centers in the state. The WorkLink Region, which includes Anderson, Oconee, and Pickens Counties, has four full-time business hours operating centers where you can use computers with access to a fax machine and a telephone for job related searching. Some services outside of basic job searching may require an appointment and certain services may require that you reside or have last worked in one of these three counties.

ACCESS POINTS

- Adult Education
- Anderson Interfaith Ministries
- The Parenting Place
- Goodwill
- Libraries
- United Way



In addition to the center locations previously mentioned, Access Points are also located throughout the community to allow for easy access to any web or computer based Basic Career Service.

Basic Career Services

- Job Referrals
- Job Search Assistance & Placement
- Resume Assistance
- Job Readiness Workshops
- Job Placement Assistance
- Information on jobs – where they are, education and skill requirements, expected pay

The SC Works Center staff in each of our locations provide services to job seekers. The services listed above are available to all job seekers. We can help you with finding out where the jobs openings are in the community and provide you with instructions on how to apply. We can give you tips on how to dress for an interview, how to answer tricky questions in the interview process, fill out an application and touch up your resume. If you're not sure what to do next, we can help with this too. We have a variety of interest and aptitude testing that you can do for free. Once you have the results, it will match you to next possible careers.

The ticket to work program is a program that can help Social Security beneficiaries go to work and become financially independent, all while they keep their health coverage.

We have veterans representatives that are based out of the Clemson office, and rotate to the satellite centers during the month.

Basic Career Services

- Referral to Community Resources – information on education, employment and emergency assistance resources
- Self-Discovery tools – learn what careers match your interests and abilities
- Ticket to Work Program
- Veteran's programs
- Workshops
- Fax / Phone access for Job Related Purposes
- Internet Access

Anyone may access Basic Career Services. These services are primarily self-service activities, staff is available in each Center to provide additional assistance. Limited staff assistance is available by telephone. Services also include Internet Access, Job Referrals, Fax/Phone Access, Labor Market Information, Workshops, Community Resource Information, and Resume Writing guidance.

www.scworks.org



As a first step in Career Services, you will be asked to complete a registration and resume in the SC Works Online Services website. This will allow us to track the services we deliver, allow you to search for jobs, be referred to jobs, and allow employers to search for you based on the information you provide in the Background Wizard. To get started, visit www.scworks.org then click on Job Seekers.

Individualized Career Services

- Career Coach Services
 - Career Planning
 - Career Counseling
 - Development of an Individual Employment Plan
 - Career Assessments
 - GED Preparation
 - Math and Reading Brush-Up

If you are unsuccessful finding employment and would like additional assistance, we will be happy to assign you to a Career Coach for assistance you with your job search. Individualized Career Services are available to job seekers who meet specific eligibility and suitability requirements. Having a High School Diploma or GED is critical to finding employment, especially in this competitive job market. Training scholarships may be able to help pay for your GED. Call today if you would like to be assigned a Career Coach who will work with you towards developing a plan/strategy to help you gain full-time employment.

TRAINING Services



- Occupational Skills Training
- GED w/Occupational Training
- On-the-Job Training

If you and your Career Coach determines that you need additional skills in order to become employed, Training Services may be available. Training Services include Occupational Skills Training, GED Preparation with Occupational Training, and On-the-Job Training. Your Career Coach will help motivate you and hold you accountable for achieving your goal. We may be able to help you with a certificate or degree program in an area of high demand. You may also be a candidate for On-the-Job Training through WIOA. On-the-Job Training allows you to work full-time and be a full-time employee of a company while WIOA reimburses the employer for a portion of your wages during your training period. OJT is as an incentive for companies to invest in WIOA participants. Please keep in mind that training is not guaranteed, and will only be granted if the applicant meets certain guidelines and complies with WIOA procedures and policies.

WHAT NEXT?

- 1st - Register in SC Works Online Services and complete background wizard and online resume at:
www.Jobs.scworks.org
- 2nd - Call your local SC Works Center for an appointment: (864) 643-0071.



So what's next? If you have taken advantage of Career Services and still can't find employment, please make sure that you are fully registered in SC Works by completing your background wizard and online resume. You may also request an appointment by contacting a career coach at your nearest SC Works Center.