

NEXT STEPS: CAREER TRANSITION SERVICES

Goodwill Industries, Tulsa Community College, Tulsa Metro Chamber, Tulsa Tech, Workforce Tulsa and **Workforce Oklahoma** join forces to build a powerful, effective response to community employment downturns. Each entity provides training opportunities, services, resource information, and referrals to community members seeking assistance in preparing for and securing new employment. To add to your convenience, each partner offers these services at multiple locations throughout the Tulsa area.

Five components comprise the partnership: career advisement, education and training, financial assistance, job search preparation, and placement assistance. **The Next Steps: Career Transition Services** are summarized below.

Career Advisement

Workforce Oklahoma – Advisors provide free career exploration, assistance with unemployment filing, health insurance, individual consultation with Workforce staff, and pre-employment assessments. (Eastgate, Sapulpa; M-F, 8-5)
www.workforcetulsa.com

Tulsa Tech – Career Advisors provide free career and academic advisement along with information about employment outlook, training resources, and educational opportunities. (Career Services Center, M-F, 7:30-4:30; Th, 7:30-6:30)
www.tulsatech.edu

Tulsa Community College – Advisors provide free assistance to current students and alumni in developing, evaluating, and implementing career, education, and employment decisions. Services are available for a tuition fee for those who are neither students nor graduates of TCC. (Metro, Northeast, Southeast, West, M-Th, 9-6; F, 9-5)
www.tulsacc.edu

Goodwill Industries of Tulsa -- Advisors provide free career exploration, interests and skills assessments which enhance job seeker success in evaluating employment opportunities. (Job Connection, Tulsa WORKS; M-F, 8:30-5)
www.goodwilltulsa.org

Education & Training

Workforce Oklahoma – Tuition assistance and/or on-the-job training opportunities are available to qualified applicants. Computer skill upgrade training in keyboarding, 10-key, and Microsoft Office tutorials is also offered. (Eastgate, Sapulpa; M-F, 8-5)
www.workforcetulsa.com

Tulsa Tech – Technical, certificate, licensure, continuing education, and academic enrichment studies are offered. Assistance with reading, writing, and study skills is also provided. (Broken Arrow, Lemley, Peoria, and Riverside Campuses)
www.tulsatech.edu

Tulsa Community College – Assistance with reading, writing, and study skills is available. Computer labs, math and reading/writing labs with tutoring, and libraries are available on each campus for all students enrolled in an academic credit degree or certificate program at TCC. (Metro, Northeast, Southeast, West)
www.tulsacc.edu

Goodwill Industries of Tulsa -- Skill training is offered in Computer Applications (Word, Excel, Access and PowerPoint, with MOS certification available), Call Center, Private Security and forklift Operation. Employment Essentials offers assessment and remedial services in keyboarding, reading and math skills. All training is licensed by the Oklahoma Board of Private Vocational Schools (TulsaWORKS; M-F, 8:30-5)
www.goodwilltulsa.org

Financial Assistance

Workforce Oklahoma – Tuition assistance and/or on-the-job training opportunities are available to qualified applicants. Special services are available for dislocated workers, veterans, youth, and individuals with disabilities. Information regarding filing for unemployment benefits is also provided. (Eastgate, Sapulpa; M-F, 8-5)

www.workforcetulsa.com

Tulsa Tech – Scholarships, federal grants, programs for special populations are available to qualified applicants. Types and amounts of aid awarded are determined by financial need, availability of funds, student classification, and academic performance. (Career Services Center, M-F, 7:30-4:30; Th, 7:30-6:30)

www.tulsatech.edu

Tulsa Community College – Grants, scholarships, loans, and part-time employment from federal, state, institutional and private sources are available to qualified applicants. Types and amounts of aid awarded are determined by financial need, availability of funds, academic major, and academic performance. (Metro, Northeast, Southeast, West; M-Th, 9-6; F, 9-5)

www.tulsacc.edu

Goodwill Industries of Tulsa -- Financial assistance is available. Types and amount of assistance are based upon financial need, eligibility of participant, availability of funds and program. Information is available at time of application. (Goodwill's Workforce Development Department; M-F, 8:30-5)

www.goodwilltulsa.org

Job Search Preparation

Workforce Oklahoma – Free resources include resume development assistance, job readiness workshops, job seeker networking and support, and WorkKeys Career Readiness Certification. (Eastgate, Sapulpa; M-F, 8-5)

www.workforcetulsa.com

Tulsa Tech – Assistance is provided through Academic Centers for full time students and through Success Centers for evening students. (Broken Arrow, Lemley, Peoria, and Riverside Campuses)

www.tulsatech.edu

Tulsa Community College – At each campus, the TCC Career Placement Specialist located in the Advisement and Counseling office offers assistance with job search strategies, interviewing skills, effective resume writing and other search skills for current students and graduates. (Metro, Northeast, Southeast, West; M-Th, 9-6; F, 9-5)

www.tulsacc.edu

Goodwill Industries of Tulsa -- Job seekers can find assistance in resume development, internet job search, practice in interviewing skills, workshops and networking. Referrals to community resources are provided, as needed. (Job Connection, Tulsa-WORKS; M-F, 8:30-5)

www.goodwilltulsa.org

Placement Assistance

Workforce Oklahoma – Job referrals are provided along with resources necessary for job application including high-speed Internet access, phones, fax machines, and copiers. Access and assistance in posting resumes on www.oklahomajoblink.com is also available. (Eastgate, Sapulpa; M-F, 8-5) www.workforcetulsa.com

Tulsa Tech – Access to an on-line job listing and resume-posting system is available. Appointments can be made with professional staff for individual consultation. (Career Services Center, M-F, 7:30-4:30) www.tulsatech.edu

Tulsa Community College – A web-based job listing and resume-posting system with regularly updated job postings is available with the TCC Career Placement Specialist located on each campus. Included in the services are career assessment and career exploration. Federal Work Study employment is also available for those who qualify. Information about job fairs is made available on the TCC website under individual campus listings. (Metro, Northeast, Southeast, West; M-Th, 9-6; F, 9-5) www.tulsacc.edu

Goodwill Industries of Tulsa -- Job seekers will find career advisors who will provide assistance in job search, as well as internet access, telephone, fax and copier availability. Job leads are provided, area job fairs are listed and individual assistance is offered in the job search as needed. (Job Connection, TulsaWORKS; M-F, 8:30-5) www.goodwilltulsa.org

Tulsa Metro Chamber -- On-line resources provide job listing, cost of living calculator, list of locally headquartered companies and industries, links to regional resources, networking opportunities for job seekers, and internship connections for students. TYPros organization provides opportunities for young professionals to build relationships with community, business and government leaders and hosts events for regional interns. Relocation packets and networking assistance for job search are available to individuals moving to the area. www.tulsachamber.com

