

Understanding Employment and Training Services Through the Department of Labor

One Stop Career Centers are designed to provide a full range of assistance to job seekers under one roof. The centers offer training referrals, career counseling, job listings, and similar employment-related services. Many of the one stop centers have work areas equipped with internet access, a variety job search resource materials, resume writing software, on-line computer access, audio-visual libraries, free faxing, copying and telephone services for job search, and a variety of workshops to assist you in finding employment. You can visit a center in person or connect to the center's information through your home computer. All adults, age 18 or older, are eligible to receive the services available through One-Stop Career Centers

Hints from Your AFA EAP:

- **Find the Right Center.** When you look up the One-Stop Career Centers near you, you will find that the “comprehensive” centers have more services and resources attached to them. So you may want to visit these full service sites rather than the “affiliate” centers. You can find your local one-stop centers at www.servicelocator.org or call 1-877-US2-JOBS
- **Eligible Training Programs-** Your one-stop career centers can tell you about local training programs for “in-demand” professions (like nursing, pharmacy techs etc.) that may be of interest to you and that exist in your local area. The one stop center can identify who the training providers are; how to become eligible for these training services; and if there are subsidies to assist you in participating in them. Finding these training programs on the web by yourself has been known to cause melt downs. Instead, let the one stop centers assist you with this process.