

2019 RESOURCE GUIDE FOR JOB SEEKERS

County of Summit, Ohio

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JOB SEARCH TIPS

Start with a visit to:

Ohio Means Jobs Summit County • 1040 E. Tallmadge Avenue • Akron, Ohio • 44310 • (330) 633-1050 • www.summitomj.org

Before you start your job search:

- Consider whether you first need to eliminate a barrier to employment (e.g. transportation, childcare, any health issue, etc.) Dial 2-1-1 or visit 211summit.org for help addressing these barriers.
- Find a counselor (see back) to assist you in the development of a career plan, a resume, and job readiness skills.
- Establish your job goal; decide on one or two occupations you want to pursue. (See Summit County's Guide "Map Your Career" at the Summit 2020: A Quality of Life Project website, <https://www.scph.org/ssab/qol/economic>).
- Determine the hours and pay you will need, but be aware that your needs will have to fit with employer offerings.
- Have your documents ready: Driver's License or state ID • Social Security card • Work Authorization if not yet a US citizen
- Build networks of help and support. Tell family/friends that you need a job. Join job-search clubs. You're not alone!
- Consider temporary placement or part-time employment.

A job search is hard work!

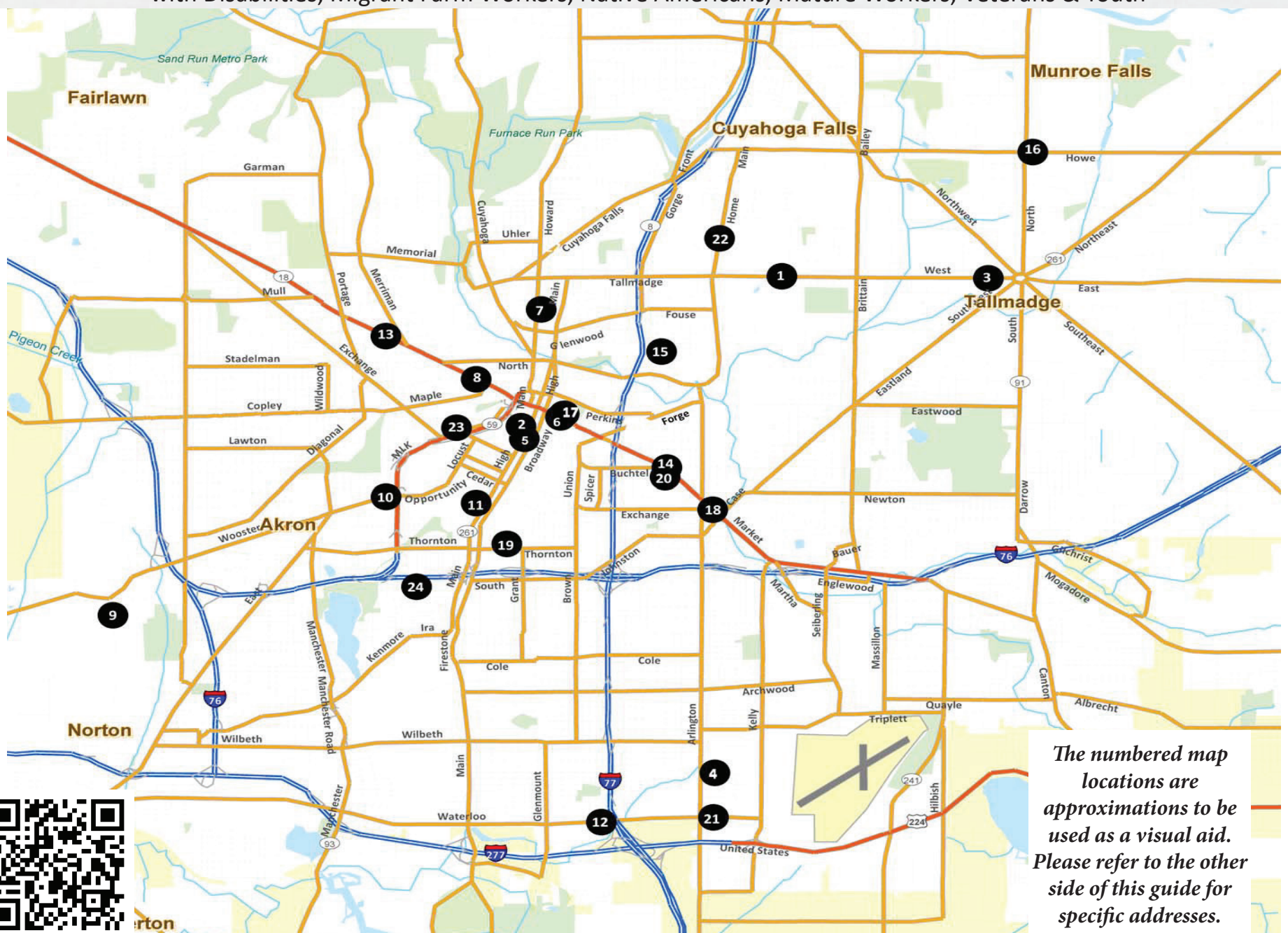
- Start looking for work right away. **"Finding a job IS your new job!"**
- Once your resume is updated, consider posting it to www.ohiomeansjobs.com.
- Get organized. Keep good records and follow up on every job application. Don't just wait for a phone call.
- Don't rely solely on job advertisements; 85% of all job openings aren't advertised.
- Consider what jobs you can do. A new job can be a chance to try using old skills in new ways.
- Network, network, network! **"You're either networking or not working!"**
- Stay physically active, hopeful.

Consider including on job applications or resumes:

- Past jobs, schools, classes, training, computer skills and your soft skills (e.g. integrity, work ethic, adaptability, communications, critical thinking and/or dependability)
- Some unpaid work may show skills important to a job. If so, list hobbies, volunteering, other activities or computer skills, even those learned at home.
- Awards and involvement in your neighborhood, place of worship, school or PTA that show your skills.

See the other side of this guide for specialized help available to:


Entrepreneurs, Ex-Offenders, Foreign-Born Workers, Homeless Workers, Workers Dealing with Domestic Violence, Workers with Disabilities, Migrant Farm Workers, Native Americans, Mature Workers, Veterans & Youth



The numbered map locations are approximations to be used as a visual aid. Please refer to the other side of this guide for specific addresses.

2019 RESOURCE GUIDE FOR JOB SEEKERS - County of Summit, Ohio

General Services

	Site Name	Address	Map	Bus Line	Phone Number/ Web Site	Hours (Please call to confirm)
All Job Seekers		1040 E. Tallmadge Avenue Akron, Ohio 44310	1	12	(330) 633-1050 http://www.summitomj.org/	Mon – Wed – Thurs – Fri 8:30am – 4:00pm Tues 8:30am – 7:00pm
	Akron Urban League and Community Service Center	440 Vernon Odom Boulevard Akron, Ohio 44307	10	9, 14	(330) 434-3101 www.akronurbanleague.org	M – F 8:00am – 6:00pm
	Goodwill Industries Employment Resource Center	570 East Waterloo Road Akron, Ohio 44319	12	13, 17	(330) 724-6995 www.goodwillakron.org	M – F 8:00am – 4:30pm (Resource Rm) F – 8:00am – 1:00 pm (Computer Closed)
	OpenM - Community Works Akron	941 Princeton Avenue Akron, Ohio 44311	24	24	(330) 434-0110 www.openm.org	Workshops held each month except for April, November, December (call for more information)

Specialized Services

Certain eligibility requirements may apply

Entrepreneur	Akron Urban League and Community Service Center Minority Entrepreneur Empowerment Center (MEEC)	440 Vernon Odom Boulevard Akron, Ohio 44307	10	9, 14	(330) 434-3101 www.akronurbanleague.org	M – Th 8:00am – 6:00pm
	Bounce Innovation Hub	526 South Main St. Akron, Ohio 44311	11	3, 17	https://bouncehub.org/	Visit Web Site for More Information
	Small Business Development Center	526 S. Main Street, Suite # 813 Akron, Ohio 44311	11	3, 17	(330) 375-2111 www.akronsbdc.org	M – F 9:00am – 5:00pm
	SCORE (Service Corps of Retired Executives)	175 South Main St. Suite 204 Akron, Ohio 44308	2	3, 17	(330) 379-3163 www.akron.score.org	M – Th 9:00am – 3:00pm
Ex-Offenders	Akron Urban League and Community Service Center Transitions Program	440 Vernon Odom Boulevard Akron, Ohio 44307	10	9, 14	(330) 434-3101 www.akronurbanleague.org	M – F 8:00am – 6:00pm
	Akron-Urban Minority Alcoholism Drug Abuse Outreach Program (UMADAOP)	665 West Market Street Akron, Ohio 44303	13	1, 28	(330) 379-3467 www.akronumadaop.com	M – W – TH 8:30am – 9:00pm T – F 8:30am – 5:30pm
	Heart to Heart Family Support Center	1035 Rosemary Blvd., Suite A Akron, Ohio 44306	4	2	(330) 724-1950 http://perfectingsaintshearttoheartministries.com/	T & TH 10:00am – 1:00pm PLEASE CALL FIRST
	Ohio Department of Job and Family Services	1040 E. Tallmadge Avenue, Akron, Ohio, 44310	1	12	(330) 630-3061 www.jfs.ohio.gov	M – F 8:30am – 4:30pm
Foreign-Born Workers	Asian Services in Action (ASIA)	730 Carroll Street Akron, Ohio 44304	20	5, 6, 30	(330) 535-3263 www.asiaohio.org	M – F 9:00am – 5:30pm
	International Institute	20 Olive Street, Suite 201 Akron, Ohio 44310	7	10, 12	(330) 376-5106 www.iiakron.org	M – F 8:30am – 4:30pm
Homeless Workers	ACCESS, Inc. (Women and children)	230 West Market Street Akron, Ohio 44303	8	1, 4, 26	(330) 376-0997 or (330) 535-2999 www.access-shelter.org Shelter Crisis Line (330) 535-2999	Intake M-TH 9:00 am-2:00 pm Shelter open 24 hours/day, 7 days/week
	Harvest Home (Women and children)	24 N. Prospect Street Akron, Ohio 44304	17	5, 6, 19, 30	(330) 434-1149 https://www.havenofrest.org/	M – F 8:30am – 5:00pm
	Haven of Rest (Men)	175 East Market Street Akron, Ohio 44308	6	5, 6, 19, 30	(330) 535-1563 www.havenofrest.org	M – F 8:00am – 4:30pm Shelter open 24 hours/day, 7 days/week
	Community Support Services	640 Wolf Ledges Parkway Akron, Ohio 44311	19	13	(330) 762-4663 www.cssbh.org	M – TH 8:30am – 4:30pm F 1:00pm – 2:00pm
Workers Dealing With Domestic Violence	Battered Women's Shelter of Summit and Medina County	974 East Market Street Akron, Ohio 44305	18	6, 30	(330) 374-0740 24-Hour Hotline: (330) 374-1111 www.hopeandhealingresources.org/	M – F 8:30am – 4:30pm Shelter open 24 hours/day, 7 days/week
Workers with Disabilities	Community Support Services (Employment Services)	640 Wolf Ledges Parkway Akron, Ohio 44311	19	13	(330) 253-9675 www.cssbh.org	M – F 8:30am – 4:30pm
	County of Summit Board of Developmental Disabilities	89 East Howe Road Tallmadge, Ohio 44278	16	7, 59	(330) 634-8000 http://summitdd.org	M – F 8:00am – 4:00pm
	Goodwill Industries of Akron Vocational Services	570 East Waterloo Road Akron, Ohio 44319	12	13, 17	(330) 724-6995 www.goodwillakron.org	M – F 8:00am – 4:45pm
	Opportunities for Ohioans With Disabilities - Ohio Rehabilitation Services Commission - Bureau of Vocational Rehabilitation (BVR) and Bureau of Services for the Visually Impaired (BSVI)	161 South High Street, Suite 103 Akron, Ohio, 44308	5	5, 6, 7, 10, 12, 13, 17, 19, 26, 30, 34, 102	(330) 643-3080 or 800-251-2368 www.ood.ohio.gov	M – F 8:00am – 5:00pm
Mature Workers	VANTAGE Aging Employment & Training Solutions	2279 Romig Road Akron, Ohio 44320	9	3, 9, 14	(330) 253-4597 www.vantageaging.org	M – F 8:30am – 5:00pm
Migrant Farm Workers	Path Stone	800 West Maple Street, Suite C Hartsville, Ohio 44632	--	n/a	(330) 587-4147 https://pathstone.org/	M – F 8:00am – 5:00pm BY APPOINTMENT
	North American Indian Culture Center (NAICC)	111 West Avenue Tallmadge, Ohio 44278	3	59	(330) 724-1280 https://www.ohioindiansnow.com/	M – TH 9:00am – 4:00pm BY APPOINTMENT
Veterans	Ohio Department of Job and Family Services	1040 East Tallmadge Avenue Akron, Ohio 44310	1	12	(330) 633-1050 www.jfs.ohio.gov	M – W – TH – F 8:30am – 4:30pm T 8:30am – 7:00pm
	Summit County Veterans Service Commission - AMVETS Career Ctr.	1060 East Waterloo Road Akron, Ohio 44306	21	2, 17	(330) 564-1492 www.vscsummitoh.us/	M-T-Th-F 8:00am – 4:00pm W 8:00am – 2:00pm
Youth	Akron Summit Community Action, Inc., YouthBuild	230 W. Center Street Akron, Ohio 44302	23	3, 4, 14	(330) 761-0562 www.ca-akron.org	M – F 8:00am – 5:00pm
	Akron Urban League and Community Service Center "School's In" GED program	440 Vernon Odom Boulevard Akron, Ohio, 44307	10	9, 14	(330) 434-3101 www.akronurbanleague.org	M – F 8:00am – 1:00pm
	Jobs for Ohio's Graduates (JOG) Youth GED and Career Development Services	1333 Home Avenue Akron, OH 44310	22	12	(330) 374-9445 www.jogworks.org	M – F 8:00am – 4:00pm
	Job Corps	1040 East Tallmadge Avenue Akron, Ohio 44310	1	12	(330) 660-4623 http://jobcorps.dol.gov	M – T – Th – F 8:30am – 4:30pm
	Next Step Youth Resource Room at Ohio Means Jobs Summit County	1040 East Tallmadge Avenue Akron, Ohio 44310	1	12	330-633-1050 http://www.summitomj.org/	M – W – Th – F 8:30am – 4:00pm T 8:30am – 7:00pm
	Opportunities for Ohioans with Disabilities (BVR and BSVI)	161 South High Street, Suite 103 Akron, Ohio 44308	5	5, 6, 7, 10, 12, 13, 17, 19, 26, 30, 34, 102	(330) 643-3080 www.ood.ohio.gov	M – F 8:00am – 5:00pm
	Summit County Juvenile Court	650 Dan Street Akron, Ohio 44310	15	12	330-643-2900 www.juvenilecourt.summitoh.net	M – F 7:45am – 4:30pm

United Way of Summit County's 2-1-1 is available 24 hours a day / 7 days a week to provide referrals to services such as job finding help, transportation, childcare, health services, education and training.

Dial 2-1-1 or (330) 376-6660 • www.211summit.org