

For additional information visit us at ohiomeansjobs.com/cuyahoga



Please call first to verify all dates and times on this flyer!

OMJ|CC Locations



Downtown



West

Downtown Office (full service)
Bolivar office closed permanently on 5/12/2017
 New location TBA

Parma Office (full service)
 11699 Brookpark Road
 216-898-1366
Hours 8:00am-5:00pm

Old Brooklyn Office
 4261 Fulton Parkway (and Memphis Ave.)
 216-635-4142
Hours: 8:00am-4:00pm

Quincy Place Office
 8111 Quincy Avenue
 216-561-5503
Hours: 8:00 am-4:00 pm

Workshop Descriptions, Dates and Times

Orientation

During the course of this day jobseekers are introduced to the services of OMJ|CC. You will register on our job search database and your needs will be assessed by our intake staff.



Parma – arrive any time between 8:30am & 2:30pm Every Thursday (with the exception of holidays)
 October 5, 12, 19, and 26
 November 2, 9, 16, and 30
 December 7 and 14

Career Workshop

Learn to assess and communicate your skills; determine the skills needed for your career interests; identify career options and goals and develop an employment plan. You will also learn how to prepare for the tough interview questions, what questions you should ask, and how to follow-up after the interview.

Parma – 9:00am- 4: 00pm (Mon., Tues. and Wednesday)

October 2, 3 and 4
 October 10, 11 and 13*
 October 16, 16 and 18
 October 23, 24 and 25
 October 30, 31 and
 November 1
 November 6, 7 and 8
 November 13, 14 and 15
 November 20, 21 and 22
 November 27, 28 and 29
 December 4, 5 and 6
 December 11, 12 and 13
 December 18, 19 and 20

* Tuesday, Wednesday and Friday due to holiday

** Monday and Wednesday due to holiday.

PARMA OFFICE ONLY:

Managing the Stress of Unemployment *
 with **Francis Chiappa, Ph.D., Psychologist**

Tuesday:
December 5, 2017
9 am to 12 pm

* **Please contact the Parma OhioMeansJobs office at 216-898-1366**

Computer Basics for Job Seekers

When: Fridays, bi-weekly
Time: 9:00 am – 12:00 noon

Lack of computer skills have you frustrated? Join us for *Computer Basics for Job Seekers*

You will learn about:

- Basic computer operation
- Creating an email account
- Composing emails
- Attaching your resume
- Job search websites
- Online applications

TO REGISTER: Check with Front Desk or Speak with your Employment Specialist

PARMA OFFICE:
216-898-1366

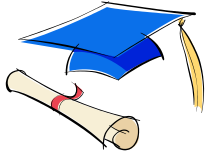
October 6 and 20
 November 3 and 17
 December 8 and 22

OLD BROOKLYN:
216-635-4141

October 13 and 27
 November 10
 December 1 and 15

Revised 10-2-2017

If you need an accommodation to participate, call the workshop location.



Aspire Greater Cleveland

Adult Basic Literacy Education
ESOL and GED prep classes
to improve reading and math
skills.

Contact:

aspiregreatercleveland.org

833-277-4732

PARMA:

ESOL Orientation:

2nd Thursday of each month:

1:00 - 4:00 pm

October 12

November 9

*ESOL Classes:

Monday and Wednesday:

9:30 am to Noon

*Must attend orientation before
attending class

GED Orientation:

8:30 am – 1:00* pm

2 day Orientation

October 12 and October 19

*End time may vary

*GED Classes:

Tuesday and Friday

9:30 am to Noon

*Must attend orientation before
attending class

TABE Testing:

9:00 am to 12:30 pm

October 26

Equal Access Services

Who is this for?

- Condition from an injury, illness or impairment that impacts Employment Services:
- Linkage with employment resources
- Determine job accommodations
- Education on issues of disclosure to employers
- Assess jobs for proper matches to enhance your success
- Support you in your employment services

Examples include:

- hearing or vision loss
 - lack of mobility
 - problems with reading
 - physical limitations
 - anxiety or depression
- chronic medical conditions

Cleveland Public Library (CPL)

Cleveland Public Library works with residents to upgrade their skills and assist with their job search process.

TechCentral located within the Cleveland Public Library offers beginning and advanced workshops in Computers and Internet Basics, Creating Resumes and Improving Your Job Search as well as classes in Microsoft Word, Excel and Publisher, Email Basics and Mobile Devices.

Please call 216-623-2980 to register or stop in at your local library to register.



Main Library Hours

Monday-Saturday 10:00 to 6:00

Sunday: Closed

Branch Hours

Monday, Tuesday, Thursday: 10:00
to 7:00

Wednesday, Friday, Saturday:
10:00 to 6:00

Sunday: Closed

Main number: 216-623-2800

or visit website at:

www.cpl.org

Cuyahoga County Public Library (CCPL)

Putting the people of Cuyahoga County back to work is one of six priorities of the CCPL.

The Library Career Center empowers adults by offering job search resources, career counseling and a variety of free workshops that include beginning to advanced classes on computer software programs and the Internet at select branches throughout the CCPL system.

Please call 216-475-2225 or toll free 800-749-5560 with any questions or to sign up for classes.

All Branches

Monday-Thursday:

9:00 to 9:00

Friday-Saturday:

9:00 to 5:30

Sunday:

1:00 to 5:00

Mobile Community
Employment Specialists

OMJ|CC now provides mobile Employment Specialists to meet with job seekers at branches of the Cuyahoga County and the Cleveland Public Library. Job seekers can register for services and meet with an Employment Specialist that can assist them with eligibility, provide information and referral services and discuss employment or training opportunities funded by OMJ|CC.

Cuyahoga Public Library Branches (9am – 5pm)

WEST

Janeen Kramer

216-402-1729

Fairview:(Mon/Weds)

21255 Lorain Road

North Olmsted:(Tues/Thurs)

27403 Lorain Road

Middleburg Heights:(Fri)

15600East Bagley Road

SOUTH EAST

Debbie Johnson

216-402-0910

Maple Heights

(Monday thru Friday)

5225 Library Lane

Andrea Miller

216-310-9043

Warrensville: (Mon/Weds/Fri)

4415 Northfield Road

Garfield:(Tues/ Thurs)

5409 Turney Road

SOUTH

Denise McGuire

216-402-1071

Parma: (Monday thru Friday)

6996 Powers Blvd.

EAST

Abdul Dollar

216-310-9042

Mayfield: (Mon/Weds/Fri)

500 SOM Center Road

South Euclid:(Tues/Thurs)

1876 South Green Road

Cleveland Public Library

Margaret Colon- Ramos

216-978-7150

(10am to 6pm)

Addison Branch:

6901 Superior Avenue

(Tuesday and Thursday)

Fleet Branch

7224 Broadway Avenue

(Mon. and Wed.)

Friday rotation based on
schedule/need