

# Job Seeker Corner

get connected | stay connected



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## Workforce Center Hours for Walk-in Consultations

Good luck in choosing your next career! Always remember, the Workforce Center offers a variety of walk-in consultation hours if you get stuck and need to ask questions. [Click here](#) for a complete list of Workforce Center hours and contact information.

## New Initiatives



Is the lack of a college

## Job Seeker Tip

Should a job seeker carry business cards? Of course!

Develop and carry your own professional business cards because you never know who you might run into unexpectedly. A business card provides the chance to follow up after your encounter. Here are some tips to create a professional and effective business card:



- Your name should be the most prominent piece of information
- Include your e-mail address, one phone number, and links to any blogs or sites that you have an established online presence to such as **LinkedIn**.
- List your job function, title, or primary skill set
- Keep the layout simple, clean, and readable using a 12 point font size
- If you print them on your own printer, use high quality business card paper stock

The Larimer County Workforce Center (LCWC) offers free workshops including '3 Secrets to Job Search Success' and 'Job Search Strategies' that can help enhance your networking toolkit. [Click here](#) to view our scheduled calendar of events and register for our next workshop!

## Unemployment Insurance Corner

Experiencing long wait times

degree preventing you from obtaining employment?

More than 70% of Americans lack a college degree, but that doesn't mean they're lacking in skills. If you're one of the many people in this country who are unemployed or under-employed because you don't have that degree, you need a new way in—a way to show the skills you have and get the credentials you need to advance your career.

Skillful is a new skills-based, online platform that values people's skills, not just degrees, and supports lifelong learning in today's rapidly changing economy. Job seekers can now use Skillful to connect to employers with well-paying jobs and educators who can help them acquire new skills and advance their careers.

[Click here](#) to check out the Skillful website and learn about the benefits this program has to offer.



while trying to connect with the Colorado Unemployment Office?



The Colorado Unemployment Insurance (UI) Office has partnered with the Larimer County Workforce Center to

offer fast access to a UI representative. There are now two different ways you can quickly reach a UI representative to access the information you need concerning your benefits.

The local 'chat' feature allows claimants to chat with a UI Representative via a designated computer. Claimants can visit the Fort Collins Workforce Center, on the 5th floor of 200 West Oak Street, Monday through Friday between the hours of 8:00am-12:00pm and 1:00pm-4:00pm to 'chat' with an Unemployment Insurance Representative.

In addition to the 'chat' feature, the LCWC offers the option to call an Unemployment Insurance Representative through the 'UI Hotline.' The 'UI Hotline' allows a claimant to connect to the UI office in 10-minutes or less via telephone to handle issues and inquiries regarding their Colorado UI claim. This service is available every Thursday from 9:00am-12:00pm in Fort Collins on the 5th floor at 200 West Oak Street, and every Thursday from 1:00m-4:00pm in Loveland at 418 East 4th Street. For questions, contact the LCWC at 970-498-6600 970-498-6600.

*Did you receive your 1099G form for tax purposes?*

If not, please [click here](#) to log into your 'MyUI' account and print your 1099G form. If you are having trouble accessing this document from your 'MyUI' account you can contact the Unemployment Insurance Office by using either the 'chat' feature or 'UI Hotline' at the LCWC or [click here](#) to visit the state of Colorado website to request a duplicate copy.

## Hiring Events and Job Fairs

Interested in having face-to-face conversations with prospective employers?

The LCWC is excited to invite you to one of our largest Job Fairs of the year, the WY-CO Workforce Partnership Regional Job Fair. The event will take place on Wednesday, May 11th, from



9:00am-12:00pm at 'The Ranch' at 5280 Arena Cir.,

Loveland, CO. This is an excellent opportunity to connect with employer representatives from around the region. Come prepared in interview clothes, with enough resumes to distribute, and business cards!

Feeling overwhelmed about the Job Fair? No worries, the LCWC will be conducting 'Job Fair Preparation Workshops' to help job seekers maximize their opportunities at the WY-CO Job Fair! The workshops will encompass tips on how to network, prepare your resume, and interview at a job fair. We have these workshops scheduled for the following dates:

- May 4th at 1:00pm at 418 E. 4th St., Loveland, CO
- May 5th at 9:00am at 200 W. Oak St., 5th Floor, Fort Collins, CO

**Click here** to register for one of the 'Job Fair Preparation Workshops' or call us at 970-498-6600  
970-498-6600. Attend one of these workshops and leave ready to stand out to employers!

## Technology Spotlight

Interested in learning what employers will be hosted at the upcoming WY-CO Job Fair?



The LCWC has developed 'The Fairs App' to help job seekers discover employers participating in the WY-CO Workforce Partnership Job Fair on Wednesday, May 11th. The app will also offer information about the positions each company is hiring for and various tips on how to prepare for the event.

You can download 'The Fairs App' at the **App Store** or **Google play**, or **click here** to access the app from your computer. 'The Fairs App' lists information about job fairs and hiring events throughout Northern Colorado and around the nation. Click the WY-CO Regional Workforce Partnership Job Fair icon to see the current employer list and other

announcements. On the day of the event, the app will also have a map to navigate the fair and quickly locate different employers.

## Training and Internship Services

Are you interested in training, intensive job search support, or work-based learning opportunities?



The Workforce Innovation and Opportunity Act (WIOA) offers intensive services to eligible job seekers in need of enhancing their skills and adding experience to their resumes.

The Young Adult WIOA program, 'inCompass,' currently serves individuals between the ages of 16 to 24. If you do not have a high school diploma, or you are faced with a barrier and meet income guidelines, you may be eligible for services to access education, employment, and training resources. If you are interested in working with a Career Specialist to enhance your education and career goals, please contact our CareerRise team at 970-498-6608 970-498-6608 or email at [CareerRise@larimer.org](mailto:CareerRise@larimer.org).

The WIOA Dislocated Worker program, serves individuals that have been laid off in the last five years and were eligible for Unemployment Insurance benefits as a result of the layoff. Enrolling will provide access to work one-on-one with a counselor to help enhance your job search skills, offer opportunities for training, or connect to work-based learning opportunities through internships. In 2015, we supported trainings in over 50 occupations. If you are interested in services, please [click here](#) to register for our next orientation or contact a Career Transition Counselor at 970-498-6694 970-498-6694.

## Veterans Corner

Are you a veteran and interested in working for the Federal Government?

The most complete source to find current job opportunities with the Federal Government can be found at [www.usajobs.gov](http://www.usajobs.gov). We recognize that applying for federal employment can seem complicated and



overwhelming, we have some tips and pointers when applying for Federal positions as a Veteran. [Click here](#) to learn more about 'Veteran's Preference.'

Your application material submitted for federal jobs will look very different than the applications you submit for public and private sector positions. Federal positions require much more information and documentation throughout the application process. Our recommendation? Take the time to complete each step and pay special attention to the details required throughout the entire application. [Click here](#) for a great resource that will assist you throughout the federal application process.

Additionally, the Office of Personnel Management in support of the President's Veterans' Employment Initiative, has created a one-stop website and resource for federal veteran employment information. The information on this site is designed to ensure veterans, transitioning service members, and their families receive accurate and consistent information regarding veterans' employment in the Federal Government. [Click here](#) for additional information.

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