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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.

[Click to download City of Fort Collins Brochure](#)

Job Seeker Tip

Are you getting invited to interviews and not landing the job?

Employers frequently hire candidates based on fit. Are you the right candidate with the skills and experiences needed for the job and will you fit in with the established team within their agency? Notice when an employer is assessing your fit within their company by recognizing questions that require answers with the **S.T.A.R.-O** approach.



Questions requiring the use of **S.T.A.R.-O** generally begin in the following ways: “Tell us about a time when...,” “How have you handled...,” Give us an example of...”

When a question begins this way, the interviewer wants you to “tell a story” which will prove that you can do, or have done, something related to the job. If you follow the S.T.A.R.-O approach, you will be able to give complete answers that prove you actually have the experience you claim and that your experience will benefit the potential new employer.

S.-is for Situation: Talk about a situation at a previous job or volunteer site that sets the stage for the potential employer.

T.- is for Task: Share what your task, assignment or duty was as it relates to the situation.

A.- is for Action: Speak about what you specifically did to handle the



EMPLOYER SPOTLIGHT

Interested in working for the City of Fort Collins this summer?

The City of Fort Collins will be hiring for over 300 Temporary, Full time and Part Time positions throughout the next few months. Working as a Temporary employee for the City of Fort Collins is a great way to learn the City's work culture and to network with current employees which opens up the potential of future opportunities. The City of Fort Collins has various openings in the following areas:

- Parks, Gardens & Cultural Services
- Recreation & The Farm
- Utilities
- Natural Areas & Forestry
- Streets & Traffic

To view current postings and apply, please **click here**. These opportunities will be listed under the 'Hourly & Seasonal Positions' sections. Not seeing what you're looking for? We encourage you to check this site periodically throughout the next few months as new positions are added.

situation.

R.- is for Result: Discuss what the outcome of your action was and the reason you believe this was helpful to the organization, the customers, or the staff you were working with at that time.

O- is for bringing it full circle: You've demonstrated initiative for a previous employer, it's important to talk about how your potential new employer will also benefit from your enthusiasm and ability to get the job done!

To learn more about the S.T.A.R.-O approach register for our next 'Interviewing' workshop offered at the Larimer County Workforce Center (LCWC) by **clicking here**. You can also come in to talk one-on-one with a Career Consultant in Fort Collins located on the 5th floor at 200 W. Oak St., Monday through Friday from 9am-12p or in Loveland located at 418 4th St. on Friday's from 9am-12p and 1p-4pm.

Unemployment Insurance Corner

Experiencing long wait times while trying to connect with the Colorado Unemployment Office?

The Colorado Unemployment Insurance (UI) Office is partnering with the Larimer County Workforce Center to pilot a 'chat' feature for UI Claimants. Claimants can visit the Fort Collins Workforce Center, on the 5th floor of 200 West Oak Street, Monday through Friday between the hours of 8am and 4pm to 'chat' with an Unemployment Insurance Representative.



In addition to the new 'chat' feature, the LCWC will continue to offer 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 to handle issues and inquiries regarding their Colorado UI claim. This service is available **every Thursday from 9am-12pm in Fort Collins** on the 5th floor at 200 West Oak Street, and **every Thursday from 1pm-4pm in Loveland** at 418 East 4th Street. For questions, contact the LCWC at 970-498-6600.

Hiring Events and Job Fairs



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

The LCWC helps organize various Hiring Events and Job Fairs throughout the year. These events offer job seekers the opportunity to connect with employer representatives they hope to work for. We are excited to inform you of the various Job Fairs that will be available

throughout March, April and May of 2016.

- March 29, 2016: NoCo Health Sector Partnership Job Fair
- April 6, 2016: Estes Valley Job Fair
- April 18, 2016: NoConet Job Fair
- May 11, 2016: WY-CO Regional Job Fair

Click here for more information and to learn which employers will be hosted at the various Job Fairs in the upcoming months.



Training and Internship Services

Are you seeking training support in the following industries: Healthcare, Information Technology (IT), Transportation, or Manufacturing?



The LCWC is currently offering the National Emergency Grant (NEG) Sector grant to help create partnerships between job seekers, training providers, and employers in the Healthcare, IT, Transportation, and Manufacturing industries. This grant will help fund training of up to \$4,000 and work-based training through internships for eligible job seekers transitioning into demanding occupations in the above industry sectors.

To be eligible for this grant you must be a Dislocated Worker meaning you have experienced a lay off in the last 5 years and were eligible for Unemployment Insurance benefits as a result of the lay off. If interested in applying for training and/or internship opportunities in the Healthcare, IT, Transportation, or Manufacturing industries please **click here** to register for our next orientation.

Additionally, the LCWC will be reaching out to potential candidates

through Connecting Colorado based on your previous work experience, your listed skill sets, and your desired occupation. Please ensure that your Connecting Colorado profile is current and accurate by [clicking here](#) so you don't miss out on potential training and internship opportunities.

New Initiatives

Is lack of experience or training keeping you from reaching your career goals?

Prior to her **ReHire Colorado** internship, **Cherie** felt she had little hope for a steady job, let alone one with a rewarding career pathway. Cherie had been out of the workforce for ten years, was homeless and faced background check impediments.



Now she has graduated from internship to employee, she's living on her own, and she is rapidly learning new skills that she is confident will lead to an even brighter future.

And all thanks to good coaching and a progressive high-tech employer who understands the value of ReHire Colorado, a program that helps individuals facing barriers to employment.

In early fall of 2015, Cherie's case manager at the homeless shelter recommended she try for an internship through the Workforce Center. Once she was accepted, things started to turn around quickly for her.

"Within a week of being in the program, I already had an opportunity to meet with Dave Kramer at **AllProWebTools**," Cherie said.

The initial match with AllProWebTools (www.allprowebtools.com) was such a good fit that Cherie didn't have to interview anywhere else. And her new job was even within walking distance of where she was staying, removing the obstacle of finding transportation to work.

"Monday through Friday, 9 to 5 was just a blessing, because I haven't worked a steady schedule like that in a long time," said Cherie.

During her internship, Cherie learned a wide variety of computer and office skills to build her professional profile. Best of all, she learned the AllProWebTools software solution, which led to her eventual hiring.

Cherie was AllProWebTools' second intern through ReHire Colorado, and she was also the second hire the company made through the program.

“One of the most rewarding things that we do is help a fellow human being to grow in their skills and become more hireable,” said Kramer, the company’s founder. Kramer said ReHire is “a win-win for everybody. We’ve interned two people and we’ve ended up hiring both of them.”

And it’s certainly been a win for Cherie, who said, “It has saved my life, literally. This gave me an opportunity to get back on my feet and start a whole new lifestyle I wasn’t used to. It’s wonderful, and I’m so blessed that this has happened.”

For more information about ReHire Colorado and other internship opportunities, **contact Dan Ricci at (970) 498-6654 or dricci@larimer.org.**

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. We recognize that applying for federal employment can seem complicated and overwhelming and 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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