

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 degree preventing you from obtaining employment?

Job Fair

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

The Larimer County Workforce Center (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 host over 30 employers from various industries to include: The City of Fort Collins, Columbine Health Systems, FedEx Ground, Food Services of America, Platte River Power Authority, and Tolmar Inc.



The event will take place on **Tuesday, September 20th**, at 'The Ranch', 5280 Arena Circle, Loveland, CO. To honor those who have served in the armed forces, only Veterans will be admitted from 3:00pm-3:30pm. The Fair will open to the general public from 3:30pm-6:00pm. 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!

To learn what employers will be hosted at the Fair, the LCWC is once again using '**The Fairs App**,' a tool developed by Colorado State University. The app will offer information about the positions each employer is hiring for and tips on how to prepare for the event. You can download 'The Fairs App' at the [App Store](#) or [Google play](#). '**The Fairs App**' lists information about job fairs and hiring events throughout Northern Colorado and around the nation. Click the WY-CO Workforce Partnership Regional 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 to quickly locate different employers.

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.



Job Seeker Tip

Interested in attending a Job Fair but not sure how to prepare?

The LCWC is excited to offer a '**Job Fair Preparation Workshop**' to help job seekers maximize their opportunities at the WY-CO Workforce Partnership Regional Job Fair. The workshop will offer general Job Fair information on how to prepare for a Job Fair, how to construct your resume, what to do during the event, and how to network while at this event or others. We will be offering the workshop in both our Fort Collins and Loveland Workforce Center offices during the following dates and times:

Fort Collins Office: September 12th, 9:00am-12:30pm

Loveland Office: September 14th, 9:00am-12:30pm

[Click here](#) to register for the workshop online or contact our office by phone at **(970) 498-6600**.

Attending a Job Fair is a great opportunity to speak with business representatives and learn the best way to apply for positions within their company. Below are suggestions to help prepare for a Job Fair and get you noticed while networking with employers.

How to Prepare:

- Research information about the employers attending the event to decide which companies you would like to target.
- Plan how to introduce yourself to employers and prepare questions for each of your target employers.
- Tailor your resume for target employers.
- Prepare a general resume for other employers that you may introduce yourself to.

At the Event:

- Time will be limited, keep your introduction short, be ready to discuss your skills, and ask a few questions.
- Be sure to get business cards from the employers you speak with.
- Leave a resume with employers that interest you.
- Network with as many employers as possible.

After the event:

- Decide which positions you plan to apply for and follow the application instructions you received from company representatives at the Job Fair.
- Follow up with all employer contacts you made arrangements to speak with.

Unemployment Insurance Corner

Are you receiving Unemployment Insurance (UI) Benefits and have questions on what qualifies as a job contact?



If you are attending an upcoming networking event, consider recording the following information while documenting your work search.

* **The action you took when applying for the position** – Did you meet a company representative at a Job Fair? Were you referred to the position from a friend? Did you cold call the company?

* **How you applied for the position** – Hand delivered your resume to the employer, completed an on-line application, emailed your resume to the human resources department

* **The type of work you were looking for** – Administrative Assistant, Research Engineer, Accountant, Computer Programmer, Registered Nurse

* **The person you contacted, a telephone number, email address or other reliable contact information** – Be as specific as possible

* **The outcome of the contact** – No response, invited for an interview, invited for 2nd round interview

The Colorado Department of Labor and Employment (CDLE) recommends using a designated work search log to organize your work search efforts while maintaining compliance in receiving UI benefits. [Click here](#) to access a sample work-search log or visit the LCWC at 200 W. Oak St., Fort Collins, CO 80521 or 418 E. 4th St., Loveland, CO 80537.

Training and Internship Services

The Workforce Innovation and Opportunity Act (WIOA) is a federally funded grant that supports under and unemployed job seekers. If you are living in a federally defined low income family, receiving public assistance, or are basic skills deficient, you



may be eligible for career support to help you secure full time employment. Additional consideration for WIOA support is given to individuals that have experienced a lay off in the last 5 years and were eligible for Unemployment Insurance benefits as a result of the layoff. The LCWC offers the following services through the WIOA grant: counselor support for career planning, intensive job search support, work-based learning opportunities, and up to \$4,000 to fund a training

plan.

Interested candidates should [click here](#) to register for our next orientation or contact the Career Transition Team at **(970) 498-6694**.

Veterans Corner

Hiring a Veteran makes CENTS \$\$\$

Hiring a Veteran has many advantages including their strong work ethic, attention to detail, ability to work under stress, and many more. In addition to their strong skill sets, there are also financial resources and benefits available to employers that hire Veterans.

The Work Opportunity Tax Credit (WOTC) is a federal tax credit designed to encourage employers to hire targeted groups of job seekers. WOTC can reduce employer federal tax liability by as much as \$2,400 to \$9,600 per new hire of a Veteran.

An employer can [click here](#) to apply online or contact **Shirley Dixon** of the Colorado Department of Labor and Employment by phone at 303-318-8845 or email at Shirley.dixon@state.co.us.



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