

## ARIZONA@WORK System One-Stop Resources

Website: <http://www.arizonaatwork.com>

 <p><b>NACA Workforce Innovation and Opportunity Act Job Seekers</b></p> <ul style="list-style-type: none"> <li>➤ Employment and Training Services</li> <li>➤ Career Counseling</li> <li>➤ Support Services</li> <li>➤ Resume Development and Assistance</li> </ul> <p>Website: <a href="http://www.nacainc.org/wioa/">http://www.nacainc.org/wioa/</a> Phone: 928-526-2968</p>	 <p><b>Northern Arizona Veterans Resource Center Job Seekers</b></p> <ul style="list-style-type: none"> <li>➤ Case Management</li> <li>➤ Employment and Training Programs</li> <li>➤ Transitional Housing</li> <li>➤ Temporary Financial Assistance</li> </ul> <p>Website: <a href="http://vetsresource.org/vrc-flagstaff.html">http://vetsresource.org/vrc-flagstaff.html</a> Phone: 928-266-1984</p>
 <p><b>Catholic Charities Supportive Services for Veterans Families</b></p> <ul style="list-style-type: none"> <li>➤ Case Management</li> <li>➤ Temporary Housing Assistance</li> </ul> <p>Phone: 928-774-9125 ext. 53004 or 53010</p>	 <p><b>Educational Opportunity Centers (EOC) Higher Education</b></p> <ul style="list-style-type: none"> <li>➤ Educational Counseling</li> <li>➤ Admission Assistance</li> <li>➤ Financial Aid Assistance</li> <li>➤ Career Exploration</li> </ul> <p>Website: <a href="https://nau.edu/Student-Support-Services/TRIO-Programs/">https://nau.edu/Student-Support-Services/TRIO-Programs/</a> Phone: 928-526-7602</p>
 <p><b>Community Services Department</b></p> <ul style="list-style-type: none"> <li>➤ Financial Coaching</li> <li>➤ Self-Sufficiency Assistance</li> <li>➤ Senior Services</li> </ul> <p>Website: <a href="http://coconino.az.gov/143/Community-Services">http://coconino.az.gov/143/Community-Services</a> Phone: 928-679-7455</p>	 <p><b>Rehabilitation Services Administration Job Seekers</b></p> <ul style="list-style-type: none"> <li>➤ Vocational Guidance and Counseling</li> <li>➤ Training and Job Development</li> <li>➤ Job Placement Services</li> <li>➤ Rehabilitation Technology Services</li> </ul> <p>Website: <a href="http://www.azdes.gov/rsa">http://www.azdes.gov/rsa</a> Phone: 928-779-4147 ext. 3981</p>
 <p><b>Housing Solutions &amp; Sharon Manor</b></p> <ul style="list-style-type: none"> <li>➤ Foreclosure Prevention</li> <li>➤ Credit Counseling</li> <li>➤ Pre-Purchase Assistance</li> </ul> <p>Website: <a href="https://www.housingnaz.org/">https://www.housingnaz.org/</a> Phone: 928-214-7456 ext. 1</p>	 <p><b>Senior Community Service Employment Program</b></p> <ul style="list-style-type: none"> <li>➤ Work-Based Training Opportunities</li> <li>➤ For persons 55 years of age or older</li> </ul> <p>Website: <a href="https://nacog.org/departments/AAA/">https://nacog.org/departments/AAA/</a> Phone: 928-649-3763 ext. 7</p>
<p style="text-align: center;"><b>Job Search Tool Kit</b></p> <p><b>Dress for Success:</b> Dress the part &amp; research the company.</p> <p><b>Application:</b> Read &amp; follow instructions, tailor answers to the job description, don't leave blanks, &amp; proofread.</p> <p><b>Resume:</b> Your relevant skills, work history, education &amp;/or training, accomplishments, &amp; functional experience.</p> <p><b>Interviewing:</b> Research the company, prepare, have a 48 Hour plan, be professional, courteous, show personality, ask questions, &amp; send a thank you card.</p> <p><b>Elevator speech:</b> A good pitch should answer three questions: Who are you? What do you do? What are you looking for?</p> <p><b>Job Fair Tips:</b> Do your homework, arrive early, copies of your resume, practice your elevator speech, wear comfortable shoes, say no to giveaways, and follow-up within 48 hours.</p> <p><b>Job Search website:</b> indeed.com &amp; simplyhired.com.</p> <p style="text-align: center;"><i>"The Journey of a thousand miles begins with a single step"</i></p>	