

# Discovering Arapahoe/Douglas Works!

Arapahoe/Douglas Works! Workforce Center  
6964 S. Lima Street • Centennial, CO 80112  
[www.adworks.org](http://www.adworks.org)



Arapahoe/Douglas  
**WORKS!**  
Workforce Center   
A proud partner of the **americanjobcenter** network

# Objectives

Understand...

- ✓ How to use the resource services
- ✓ How to navigate the A/D Works! website
  - ✓ How to find our workshops/events/handouts
- ✓ How to use Connecting Colorado

# General Workforce Center Rules

## **Check in to Resource Center**

Use SSN or keycard to check in once a day, and communicate with front desk staff about your needs.

## **Appointments for computers**

The Workforce Centers are currently offering time slots for computer use. 303-636-1160

## **In-person Workshops**

We are excited to offer our in-person workshops at the Lima Plaza Office

## **Virtual Workshops (Zoom)**

Live virtual workshops that can be accessed by computers and/or phones.

Copies of the slides and handouts can be accessed through [adworks.org](http://adworks.org)

# Office Locations

## **Centennial Lima Plaza Office:**

303-636-1160

(Tuesday - Fridays)

6974 S. Lima St. Centennial, CO 80112

## **Aurora Altura Plaza Office:**

303-636-2014

(Monday - Thursdays)

15400 E. 14<sup>th</sup> Pl. Aurora, CO 80011 (Chambers & 14<sup>th</sup>)

## **Castle Rock Workforce Center ACC Sturm Campus:**

303-636-1160

(Monday - Thursdays)

4500 Limelight Ave, Castle Rock, CO 80109

All offices are open 8am-12pm and 1-4:30 pm with Noon-1pm lunch closure

# Workforce Center Services

The workforce center is for **everyone!**

## Resource Center – Appointments: 303-636-1160

- Computers, internet, printers, fax machines, scanners, and job search resources

## Workshops – In Person or Online VIA Zoom.com

- Practical, interactive classes to help you become the savviest candidate for the job

## Specialized Services

- Veterans, WIOA, Young Adult WIOA (16 - 24)

## Business & Assessment Center (BAC) special hours – Appointment only: 303-636-1160

- SHL Assessments, Pre-GED, TABE, and various career assessments (YouScience)

# Job Readiness Workshops

- Resumes 1
- Interviewing 1
- Virtual Mock Interviewing \*
- Phone / Virtual Interviews
- LinkedIn
- Networking
- Salary Negotiations
- Emotional Intelligence
- Ageless Career Search
- Career Reinvention
- Workplace Values
- Discovering ADW!
- Resumes 2
- Interviewing 2

All handouts and copies of the slides can be found on [adworks.org](http://adworks.org).

# Generations @Work

Program focused for mature workers ages 40+

- **Focused work shops**
- **One-on-one appointments for your job search needs**
  - **[Generations@arapahoegov.com](mailto:Generations@arapahoegov.com)**

# Workforce Innovation and Opportunity Act (WIOA) Adult/Dislocated Worker program

- Potential funding for short term training or certifications
  - 18 months or less
  - Targeted industry
- Dislocated Worker Program – [303-636-1360 Message Line](tel:303-636-1360)
  - Recently laid-off due to no fault of your own
  - Self-employed / Business Owner that lost income due to economic down turn or natural disaster
  - Displaced home maker
  - Recently separated Service Member – Honorable Discharge
    - Within 2 years
  - Spouse of Active Service Member that was relocated
- Adult Program – [303-636-1360 Message Line](tel:303-636-1360)
  - **Public assistance** –
    - TANF, SNAP, and Section 8
  - **Low income**
  - **Basic skills deficient** –
    - Lack high school degree, 9<sup>th</sup> grade reading/math or basic computer skills
  - Displaced home maker
  - 55 or older
  - Native American / Native Alaskan / Native Hawaiian
  - Ex-Offender
  - Substantial cultural barrier
  - Disability
  - Seasonal migrant farm worker
  - Single parent / Single pregnant moms
  - 27+ weeks of unemployment

# Disability Services

- Provide Ticket to Work Services if collecting SSI or SSDI
- Proud Member of American Dream Employment Network (ADEN)
- Provide multiple employment resources
- Collaborate with local agencies (Division of Vocational Rehab, Ability Connection, etc.)
- Ticket to Work : Matt Kilian - [Mkilian@arapahoegov.com](mailto:Mkilian@arapahoegov.com)



- Career Exploration >
- Search For Jobs >
- Programs >
- Registered Apprenticeships
- Unemployment Insurance
- Veteran Services
- Job Seeker Resources
- Customer Code of Conduct



-  **BUSINESSES**  
Find qualified candidates
-  **JOB SEEKERS**  
Enhance my competitive advantage
-  **WORKFORCE DEVELOPMENT BOARD**  
Promote workforce development
-  **UPCOMING EVENTS**  
Explore employment opportunities

## Announcements

January 10, 2022 7:15 am

### Office Closure

Arapahoe/Douglas Works! offices will be CLOSED on Monday, January 17, 2022 in observance of Martin Luther King Jr. Day.

[Read More](#)

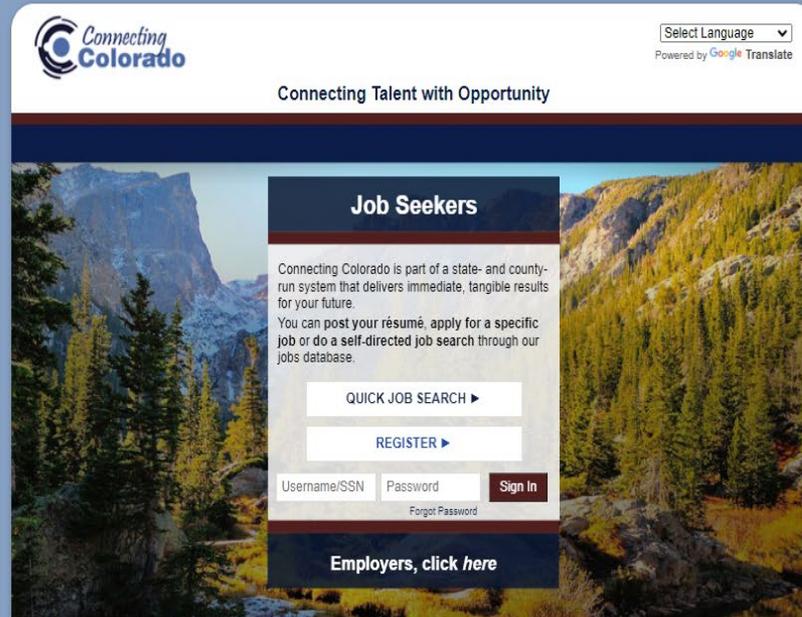
January 5, 2022 10:26 am

### Job Seeker Workshops

All job seeker workshops will be held virtually from January 6 – January 21, 2022. Please visit the events tab or call 303-636-1160 to register

[Read More](#)

# REGISTERING FOR WORK!



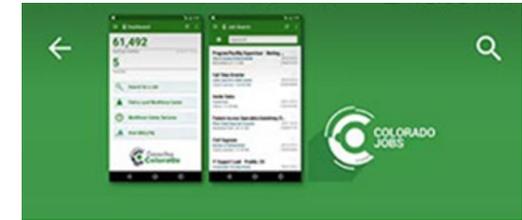
The screenshot shows the 'Connecting Colorado' website interface. At the top left is the logo, and at the top right is a 'Select Language' dropdown menu with the text 'Powered by Google Translate'. The main heading is 'Connecting Talent with Opportunity'. Below this is a large background image of a mountain landscape. In the center, there is a white box titled 'Job Seekers'. Inside this box, it says: 'Connecting Colorado is part of a state- and county-run system that delivers immediate, tangible results for your future. You can post your résumé, apply for a specific job or do a self-directed job search through our jobs database.' Below this text are three buttons: 'QUICK JOB SEARCH ►', 'REGISTER ►', and a 'Sign In' button. There are also input fields for 'Username/SSN' and 'Password', with a 'Forgot Password' link below the password field. At the bottom of the white box, it says 'Employers, click here'.

Job Seekers: ConnectingColorado.com is now mobile-friendly!

# WWW.CONNECTING COLORADO.COM

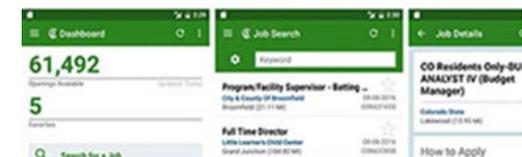
# Connecting Colorado Mobile App

- The new mobile device application, **Colorado Jobs**, is now available and can be downloaded through your device's app store (Apple or Google Play)
- **Colorado Jobs** allows you to:
  - Search for jobs
  - Save your "favorite" jobs
  - Look up specific jobs (from notifications)
  - See new jobs



Find a great job in Colorado

[READ MORE](#)



# Thank you for attending our workshop today.

We'd appreciate your feedback. Please click on the link below to access our workshop evaluation.

We especially enjoy your personal comments.

## **Workshop Evaluation, link**

<https://fs8.formsite.com/adworks/Evaluations/index.html>

## **PowerPoint and Handout, link**

<https://www.adworks.org/index.php/job-seekers/online-powerpoint-workshops/>

## **To reach a Career Services Advisor, link**

<https://www.adworks.org/job-seekers/>