

WorkOne[®]

West Central

americanjobcenter
INDIANA

MAGAZINE

LOOK FOR A NEW JOB.
IMPROVE YOUR JOB QUALIFICATIONS.

HIRE A NEW EMPLOYEE.
EXPLORE A NEW CAREER.



INSIDE:
EXPLORE **CAREERS** WITH US.

WorkOne Services

FIND A JOB NOW

Visit a WorkOne West Central office. Get help job searching. Register for a job seeker workshop. Talk to an employment specialist for the best guidance moving forward in your career today.

TRAINING & EDUCATION

Do you need an HSE or a diploma or a career certificate? We can help. Are you interested in On-the-Job Training or Apprenticeships? Ask our staff about the variety of training opportunities we offer.

UNEMPLOYMENT BENEFITS

If you are unemployed due to no fault of your own, you may be eligible for unemployment benefit insurance. To file a claim, call 1-800-891-6499 or go to:

[HTTPS://WWW.IN.GOV/DWD/INDIANA-UNEMPLOYMENT/FILE/](https://www.in.gov/DWD/INDIANA-UNEMPLOYMENT/FILE/)

SKILLS WORKSHOPS

WorkOne workshops has in-person & virtual workshops about all things new in career job searching. Workshops last 30-45 minutes & provide information & resources to you.

WORKONE CUSTOMER SERVICES

ADULT SERVICES:

We offer workshops on topics such as Career Interest, Job Searching, Resume Writing, Interviewing, and Employment Background Checks for Adults. If you are interested in training, ask about our paid training, on-the-job training, certifications opportunities, career counseling. Employment specialists can help you plan your next career move.

VETERAN SERVICES:

Thank you for your service! WorkOne is committed to providing veterans with priority service in transitioning from the military into the civilian workforce. Veterans' Specialists provide employment services to eligible veterans and spouses with significant barriers to employment.

DISLOCATED WORKER SERVICES:

If you have lost your job as a result of a layoff, downsizing, or plant closure, take advantage of our re-employment services as well as all of the ADULT SERVICES including workshops and career counseling. Visit a WorkOne office near you. Ask to speak with an employment specialist about getting your next job.

YOUTH SERVICES:

Are you between the ages of 16 and 24? WorkOne Youth Services can help you get the education and training to succeed! Career coaches and the #iWork Program work with you to develop career goals, on-the-job training, internships, and mentoring opportunities.



ADDITIONAL SERVICES & INFORMATION



VR Services provide quality individualized services to enhance and support individuals with disabilities to prepare for, obtain, or retain employment. Call 800-545-7763 or go to: <https://www.in.gov/fssa/ddrs/>



To file an Unemployment Insurance Claim, go to: <https://uplink.in.gov/CSS/CSSLogon.htm> and create an Uplink Account. For Unemployment Help, call the Unemployment Customer Service Center: 800-891-6499.



Supplemental Nutritional Assistance Program (SNAP) provides food assistance to low- and no-income individuals and families. Go to: <https://www.in.gov/fssa/dfr/>



Indiana Adult Education programs provide math, reading, and writing education instruction at no cost to help you attain the skills needed to earn a high school equivalency diploma. Go to: <https://www.in.gov/dwd/career-training-adult-ed/adult-ed/indiana-hse/>



Proteus provides services and financial assistance to help migrant and seasonal farm workers qualify for better jobs and achieve a better standard of living.

Call 855-765-6687 Go to: www.proteusinc.net



Indiana Manpower and Comprehensive Training (IMPACT) to learn more about this exciting opportunity contact an IMPACT Case Worker or call: 800-403-0864 and choose Option 3. Now offering Child Care Support Services!

REGION 4 LOCATIONS:



TIPPECANOE COUNTY:

LARA Educational Opportunities

329 N. 6th Street | Lafayette, IN 47904 | 765-476-2920

HOWARD COUNTY

LARA Kokomo

518 N. Main St. | Kokomo, IN 46901 | 765-476-2920

CARROLL COUNTY

Delphi Adult Education

711 Armory Rd. | Delphi, IN 46923 | 765-564-2100, Ext. 1100

CLINTON COUNTY

The Learning Network

1111 S. Jackson St. | Frankfort, IN 46041 | 765-659-6380, Ext. 1822

TIPTON COUNTY

Hinds Adult Education

1105 N. 19th St. | Elwood, IN 46036 | 765-552-4122

WHITE COUNTY

White County Academic Skills Center

1017 O'Connor Blvd. | Monticello, IN 47960 | 574-583-5158

BENTON COUNTY

Benton County Adult Education

105 S. Howard St. | Oxford, IN 47971 | 765-764-1880

FOUNTAIN COUNTY

Main Street Center

101 N. Main St. | Veedsburg, IN 47987 | 765-764-1880

WARREN COUNTY

Warren County Learning Center

26 E. Second St. | Williamsport, IN 47993 | 765-764-1880

MONTGOMERY COUNTY

Crawfordsville Adult Resource Academy - moving July 2025

1501 S. Elm St. | Crawfordsville, IN 47933 | 765-764-1880

CASS COUNTY

LCSC Adult & Alternative Education

410 W. Miami Ave. | Logansport, IN 46947 | 765-722-2912

MIAMI COUNTY

LARA Educational Opportunities Peru

Door 2 | 30 Daniel St. | Peru, IN 46970 | 765-476-2920, X2022

Find out more about Adult Education at:

<https://www.in.gov/dwd/career-training-adult-ed/adult-ed/>

TOP DEMAND OCCUPATIONS

Occupations listed are growing, in-demand careers in WorkOne West Central Indiana. These careers can be supported with funding to ensure skill development that matches the workforce needs of businesses and employers throughout Region 4.

Accountants and Auditors	Laborers and Freight, Stock, and Material Movers, Hand
Administrative Services Managers	Licensed Practical and Licensed Vocational Nurses
Automotive Service Technicians and Mechanics	Logisticians
Bus and Truck Mechanics and Diesel Engine Specialists	Machinists
Business Operations Specialists, All Other	Maintenance and Repair Workers, General
Career/Technical Education Teachers, Secondary School	Management Analysts
Carpenters	Market Research Analysts and Marketing Specialists
Chemical Equipment Operators and Tenders	Mechanical Engineering Technologists and Technicians
Child, Family, and School Social Workers	Mechanical Engineers
Compliance Officers	Medical and Health Services Managers
Computer Numerically Controlled Tool Operators	Medical Assistants
Computer User Support Specialists	Medical Secretaries and Administrative Assistants
Construction Laborers	Middle School Teachers, Except Special and Career/Technical Education
Construction Managers	Mixing and Blending Machine Setters, Operators, and Tenders
Dental Assistants	Mobile Heavy Equipment Mechanics, Except Engines
Electrical Power-Line Installers and Repairers	Nursing Assistants
Electricians	Office Clerks, General
Electro-Mechanical and Mechatronics Technologists and Technicians	Operating Engineers and Other Construction Equipment Operators
Elementary School Teachers, Except Special Education	Paramedics
Engine and Other Machine Assemblers	Pharmacy Technicians
Financial Managers	Physical Therapist Assistants
First-Line Supervisors of Construction Trades and Extraction Workers	Plumbers, Pipefitters, and Steamfitters
First-Line Supervisors of Mechanics, Installers, and Repairers	Production Workers, All Other
First-Line Supervisors of Office and Administrative Support Workers	Project Management Specialists
First-Line Supervisors of Production and Operating Workers	Public Relations Specialists
First-Line Supervisors of Transportation and Material Moving Workers, Except Aircraft Cargo Handling Supervisors	Radiologic Technologists and Technicians
General and Operations Managers	Receptionists and Information Clerks
Heating, Air Conditioning, and Refrigeration Mechanics and Installers	Registered Nurses
Heavy and Tractor-Trailer Truck Drivers	Secondary School Teachers, Except Special and Career/Technical Education
Human Resources Specialists	Shipping, Receiving, and Inventory Clerks
Industrial Engineers	Social and Human Service Assistants
Industrial Machinery Mechanics	Software Developers
Industrial Production Managers	Substance Abuse, Behavioral Disorder, and Mental Health Counselors
Industrial Truck and Tractor Operators	Tool and Die Makers
Inspectors, Testers, Sorters, Samplers, and Weighers	Training and Development Specialists
Labor Relations Specialists	Welders, Cutters, Solderers, and Brazers
The complete list of Demand Occupations in Region 4 is available on https://www.in.gov/dwd/workonewestcentral/publications	Welding, Soldering, and Brazing Machine Setters, Operators, and Tenders

EMPLOYER BUSINESS SERVICES

Job Posting & Recruitment Events | Screening Services | Qualified Applicant Searches | WorkKeys Job Task Analysis & Assessments | On-the-Job Training Grants | Apprenticeships | Space to Conduct Interviews

**EMPLOYERS, DO YOU NEED TO HIRE A NEW EMPLOYEE?
BEFORE YOU DO, CONSIDER THE ON-THE-JOB WAGE REIMBURSEMENT PROGRAM!**



What is On-the-Job Training?

- OJT's offset extensive employer costs of onboarding & training new hires.
- OJT Training Grants provide up to 50% wage reimbursement per eligible new hire during initial training.
- OJT's have minimal paperwork. WorkOne manages the process for you.
- OJT Programs help employers reduce employee turnover.

**Employers, are you looking to Skill Up Your Workforce?
Consider APPRENTICESHIPS.**

APPRENTICESHIPUSA™



APPRENTICESHIP BENEFITS

- Earn higher wages & increase your earning potential.
- Receive relevant training.
- Gain experience.
- Increase skills & proficiencies.
- Access a pathway to college.
- Employer is invested in learning & training.
- Clear career path & opportunities.



EMPLOYER BENEFITS

- 93% of apprentices retain employment after completing an apprenticeship program.
- Develop apprenticeship standards that meet training needs.
- Identify key roles & responsibilities for the apprenticeship.
- Determine all aspects of the program's processes.

Contact Gerry Vasquez,
Business Services Director
gvasquez@workonewestcentral.org
Office: 765 450-3058
Cell: 915 543-1914



The JAG Program

The Jobs for America's Graduates (JAG) Program is dedicated to helping students succeed in high school and beyond! JAG Indiana has assisted more than 20,000 Hoosier students graduate high school, pursue secondary education, and secure quality entry-level jobs leading to career opportunities. JAG students compete in regional, state, and national competitions and receive scholarships up to \$5,000. More than 10,000 students have participated in 250 JAG Programs throughout Indiana.



Schools offering JAG Programs in Region 4:

Benton Central High School
William Harrison High School 11/12
Logansport High School
McCutcheon High School 11/12
Oakland Academy 11/12
Tipton High School

For more information about Region 4 JAG Programs:
Contact the JAG Manager 765 450-3019



WORKFORCE READY GRANT

The Workforce Ready Grant pays for all tuition and regularly-assessed fees for qualifying high-value certificates at any eligible training provider.

To qualify, recipients must:

- Be an Indiana resident and a U.S. Citizen (or eligible non-citizen)
- Have a high school diploma (or equivalent) but less than a college degree
- Be eligible for state financial aid and file the FAFSA (for certain programs and providers)
- Enroll in a qualifying program at an approved training provider
- Meet any additional requirements for certain training providers and programs



\$More than 31,000 Hoosiers have been trained for a better job through the Workforce Ready Grant.

WORKFORCE READY GRANT FACTS \$\$\$

\$Workforce Ready Grant recipients earn nearly \$7,000 more after getting a certificate.

For more information on the Workforce Ready Grant in Region 4, contact:

NIKKI WORL,
Kokomo WorkOne Center Manager
765 450-3048 or
nworl@workonewestcentral.org

REGION 4 VETERAN SERVICES



TIM HILL

Local Veterans' Employment Representative

Office: 765-446-2733 | Cell: 765-751-7580

Email: thill2@dwd.in.gov

ELI IRELAND

Kokomo WorkOne Disabled Veterans' Outreach Program Specialist

WorkOne Kokomo | 700 E Firmin St, Suite 150 | Kokomo, IN 46902

Office: 765-450-3029 | Cell: 765-431-0969

Email: eireland@dwd.in.gov

DON NEDZA

Lafayette WorkOne Disabled Veterans' Outreach Program Specialist

Lafayette WorkOne | 820 Park East Blvd | Lafayette, IN 47905

Office: 765-446-2630 | Cell: 765-716-4172

Email: dnedza@dwd.in.gov

TIM PORE

Local Veterans' Employment Representative

Office: 765-854-1401 | Cell: 317-697-4767

Email: tpore@dwd.in.gov

WorkOne is committed to providing Veterans with priority service in transitioning from a military to a civilian workforce. Veteran Specialists provide employment services to eligible veterans and eligible spouses with significant barriers to employment.

#iWORK PROGRAM | Out of School Youth



#iWork is a federally grant-funded training program for Out-of-School Youth aimed at assisting youth (ages 16-24) find a career pathway in a field of their choice.

#iWork takes just 2 weeks at 20 hours per week with a total of 40 hours of classroom instruction. Participants earn \$10/hour while attend #iWork!

After completing the paid 2-week workshop training, participants have an opportunity to work one-on-one with job development staff.



The job developer arranges a paid internship with a local employer paying #iWork participants between \$10/hour to \$15/hour in a career field of their choice.

What Does #iWork Include?

- **Career Planning**
- **Interview Skills and Practice**
- **Resume Development**
- **Time Management**
- **Elevator Speech**
- **Mock Interviews**
- **Job Search Strategies**
- **Workforce Ethics**
- **Job Keeping Skills**
- **Professionalism**

Contact Us to Find Out More!

Lafayette WorkOne Office:
765-474-5411, Press 4

Kokomo WorkOne Office:
765-450-3019

WORKSHOP SCHEDULE



<u>MONDAYS</u>	<u>TUESDAYS</u>	<u>WEDNESDAYS</u>	<u>THURSDAYS</u>	<u>FRIDAYS</u>
	 10 AM Interviewing 12 PM Career Interest	 10 AM Resumes 12 PM Work Ready	EVERY OTHER WEEK IN PERSON LAFAYETTE 10:30 AM Hardly-AI Resume Workshop	IN PERSON LOGANSPORT FIRST FRIDAY OF THE MONTH 9 AM Resumes 11 AM Job Search
			EVERY OTHER WEEK IN PERSON KOKOMO 10:30 AM Hardly-AI Resume Workshop	

WorkOne West Central offers workshops for your busy life. If you need to get some in-person advice, choose our workshops on Mondays and Thursdays. If you want a convenient workshop but don't want to travel to our office, choose a virtual workshop on Tuesdays or Wednesdays, and join us using the Zoom app on your smartphone, tablet, or laptop.



Register for **any** workshop by clicking on the **Register Here** button at the left using a smartphone, tablet or computer. Or, scan the QR Code that takes you to the website.
or go to:

<https://workonewestcentral.as.me/schedule/433c472b>



Virtual Workshops use the Zoom app. To download Zoom, follow these directions:

Zoom Smartphone Download Steps:

1. Open App Store (iOS) or Google Play Store (Android)
2. Search for "Zoom Cloud Meetings"
3. Tap "Install" or "Get"
4. Authorize download with password/biometrics
5. Open blue Zoom app icon after installation

Zoom Computer Download Steps:

1. Visit zoom.us/download
2. Click "Download"
3. Run installation file
4. Follow on-screen prompts
5. Launch Zoom app

On the day of the virtual workshop, you receive an email with a Zoom link to attend the workshop.

WorkOne West Central Office Locations

Comprehensive WorkOne offices in West Central Indiana are in Kokomo and Lafayette. Hours of operation in Kokomo and Lafayette WorkOne offices are 8AM-4:30PM Monday, Tuesday, Wednesday, and Friday, and 10AM-4:30PM on Thursday. The Affiliate WorkOne office in Logansport is open 8AM-4:30PM on Monday, Tuesday, Wednesday, and Friday, closed daily for lunch 12:30PM-1:30PM, and closed every Thursday. The Affiliate WorkOne office in Peru is open 8:00AM-12:30PM and 1:30PM-4:30PM on Wednesdays and closed for lunch 12:30PM-1:30PM.

For residents in Benton, Carroll, Clinton, Fountain, Miami, Montgomery, Tipton, Warren, and White counties, please seek services from the WorkOne West Central office nearest you.

Kokomo WorkOne Office

700 E Firmin St, Suite 150 (Inventrek Building)

Kokomo, IN 46902

Telephone (765) 450-3019

To schedule an appointment, go to:

<https://workonewestcentral.as.me/KokomoWorkOne>

Lafayette WorkOne Office

820 Park East Boulevard

Lafayette, IN 47905

Telephone (765) 474-5411

To schedule an appointment, go to:

<https://workonewestcentral.as.me/LafayetteWorkOne>

Logansport WorkOne Office

1 Ivy Tech Way, Suite B

Logansport, IN 46947

Telephone (574) 722-6652

Open 8 AM-12:30 PM, 1:30 PM-4:30 PM, Closed Thursdays

To schedule an appointment, go to:

<https://workonewestcentral.as.me/LogansportWorkOne>

Peru WorkOne Office

Ivy Tech Community College

25 W Main St, Room 111B

Peru, IN 46970

Telephone (765) 472-3562

Open Wednesdays 8 AM-12:30 PM, 1:30 PM-4:30 PM

To schedule an appointment, go to:

<https://WorkOneWestCentral.as.me/WorkOnePeru>



Region 4
WORKFORCE
Board
Tecumseh Area Partnership, Inc.

An initiative of the West Central Indiana Region 4 Workforce Board.

Funding for this project has been provided by Indiana Department of Workforce Development (DWD). DWD, the WorkOne System, is an equal opportunity employer that administers equal opportunity programs. Free auxiliary aids and services are available upon request to individuals with disabilities (TDD/TTY Number: 1-800-743-3333). Free language interpretation and translation services are also available upon request. Oversight provided by Region 4 Workforce Board, www.Region4WorkforceBoard.Org.