

## Programs that help adults in the Columbus area find employment

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*If you have questions, please contact the program directly.*

## UNEMPLOYMENT COMPENSATION

To apply for unemployment compensation call: **1-877-644-6562** or go to [www.unemployment.ohio.gov](http://www.unemployment.ohio.gov). Call center hours are Monday through Friday 8 a.m. to 5 p.m. Have the following documentation and information available: social security number; driver's license or state I.D.; and name, address and telephone numbers of all employers you have worked for within the last 18 months. If you are not a U.S. citizen or national, you will need your alien registration number and expiration date.

## LOOKING FOR A JOB

### OhioMeansJobs Columbus-Franklin County

**Description:** Workforce development and training center (one-stop) that offers free employment services for self-directed job searches. Free training and education based on eligibility determination/verification. Services are open to diverse populations, working and unemployed. Services include walk-in access to a career resource room, job fairs and job postings for those who are registered, paid apprenticeship programs, and high school equivalency (GED) study materials. Eligibility for training funds, career counseling and supportive services requires an appointment. Job search information is also available on their website.

**Location:** 1111 E. Broad St., Columbus

**Hours:** Monday-Friday, 8 a.m.-5 p.m.

**Phone:** (614) 559-5052

**Website:** [www.omjcfcc.org](http://www.omjcfcc.org)

### Columbus Urban League - Career Connection Services

**Description:** Career counseling and job placement assistance for adults 18 years or older with a focus on those returning to the community post-incarceration; obtaining a CDL license, skilled construction and trade training programs for returning citizens, basic computer literacy and advanced Microsoft Office Suite training offered through our OSU Extension Learning Center, My Brother's Closet to prepare program members for interviews with professional attire, and summer youth employment programming targeting high school aged youth.

**Location:** 788 Mt. Vernon Ave., Columbus

**Hours:** Monday-Thursday, 8:30 a.m.-5 p.m., walk-in or call for information

**Services by appointment only.**

**Phone:** (614) 257-6300, ext. 106

**Website:** [www.cul.org](http://www.cul.org)

### Columbus Metropolitan Library – Life Skills

**Description:** Get job help at all Columbus Metropolitan Library (CML) Branches. CML has FREE job help at all 21 branches with trained staff to help you create or improve resumes and cover letters, find a job, complete applications, prepare for interviews and technology training. Visit [columbuslibrary.org](http://columbuslibrary.org) for more information.

**Location:** At all 23 CML locations

**Hours:** Vary based on location, by appointment.  
**Phone:** (614) 645-2275  
**Website:** [www.columbuslibrary.org](http://www.columbuslibrary.org)

### Alvis House Community Reentry Center

**Description:** Orientation, job readiness, employment counseling and training for ex-offenders. Classes cover a range of topics, including interview skills, resume writing and job retention, and serves as a support group for participants. Each client has a case manager who helps review career options and develops a plan to serve as the client's roadmap to success. Also works with central Ohio employers to help find and train candidates for employment.

**Location:** 1991 Bryden Rd., Columbus  
**Hours:** Monday-Friday, 8:30 a.m.-5 p.m.  
 Please come with current picture ID (or Offender Release Card) and Social Security Card. Felony offense must be verified for program.

**Phone:** (614) 252-8402  
**Website:** [www.alvis180.org](http://www.alvis180.org)

### Columbus Works, Inc.

**Description:** Columbus Works offers participants job readiness training and a complete support system. Register for their 5-day job readiness training program and upon completion, participants are linked with a job coach, life coach and financial literacy services to assist them during their employment search and throughout their first year of employment. Can provide assistance with daycare, interview clothing and transportation. Also offers partnerships with area employers for preferred hiring.

**Location:** At various member sites  
**Hours:** Vary by location.  
**Phone:** (614) 585-8346  
**Website:** <https://www.columbusworks.org/>

### Southeast Vocational Services

**Description:** Assists individuals with mental illness and related barriers to employment with programs to explore, secure and retain competitive jobs in the community. Provides services for job readiness and job development. Also provides benefits consultation services for those receiving disability benefits who want to return to work. Need ID and proof of address for orientation course

**Location:** 3770 N. High St., Columbus  
**Hours:** Orientation Course is Tuesday and Thursday at 1 p.m. Open Monday, Wednesday, Thursday, Friday; 8 a.m.-5 p.m., Tuesday 8 a.m.-8 p.m.  
**Phone:** (614) 294-7117  
**Website:** <https://southeasthc.org/services/vocational-services/>

### Dress for Success Columbus

**Description:** Dress for Success Columbus assists disadvantaged women with workplace-appropriate clothing and career building tools as they prepare to return to the workforce. **A referral from a partner agency is required.** The "Interview Suiting" includes a skirt or pant suit, shirt/blouse, footwear, nylons, handbag/briefcase, accessories and personal care products. The service is for women who are job-ready and may have an interview or job/career fair appointment. While women seek employment, they are welcome to use the Career Center in the Dress for Success Columbus facility. It provides computers, a printer, fax machine and written reference materials for professional development. Appointments with HR professionals to meet one-on-one for resume review and soft-skills training are scheduled twice a month. Once a woman secures a job, "Employment Suiting" offers a week's worth of workplace-appropriate clothing, footwear, accessories and personal care products. Membership in Professional Women's Group, our employment retention program, is available for women who are employed and received services through our interview and employment dressing program. **All Services are free of charge and by appointment only for every woman we serve.**

**Location:** 1204 N. High St., Columbus  
**Hours:** Monday-Friday, 9 a.m.-4:30 p.m.

**Phone:** (614) 291-5420 (Call if you need the name of a partner agency for referral.)

**Website:** [www.dfscmh.org](http://www.dfscmh.org)

### Career Transitions Institute

**Description:** Targeted to persons of all ages previously holding administrative, executive, technical, managerial, professional and other positions of responsibility. Provides practical courses, job search training and office facility to support the search. Weekly meetings featuring guest speakers who present upbeat and informative job search topics are open to the public. Must purchase a monthly membership or pay fee-for-service for individual courses. Scholarships may be available upon request.

**Location:** 3982 Powell Rd., Suite 251, Powell, OH - VIRTUAL OFFICE

**Hours:** Monday-Friday, 9 a.m.-5 p.m. Guest speaker on Monday morning. Guests found online.

Visitors are invited to a free orientation meeting following the guest speaker.

**Phone:** (614) 297-0040

**Website:** [www.careertransitioninstitute.org](http://www.careertransitioninstitute.org)

### Creating Central Ohio Futures

**Description:** Provides an 8-week job training and skill development program. Program participants will receive a weekly stipend for attendance and meeting performance standards. Also provided with a case manager and tool and equipment after graduation. After graduation, may receive assistance to apply for jobs in public and private sectors, apprenticeship programs, help with obtaining a CDL, and immediate employment opportunities.

**Location:** 555 E. Rich St. Columbus

**Hours:** Call for hours.

**Phone:** (740) 360-1633

**Website:** [cco hf.org](http://cco hf.org)

### Godman Guild—Economic Empowerment

**Description:** Register online to participate in the Career Bridges or Customer Service Certification. Career Bridges is an 8-week healthcare training program in partnership with OhioHealth to prepare participants for entry level positions throughout the OhioHealth Network (requires high school diploma or GED). Customer service certification has open enrollment and can strengthen your resume or help you prepare for a promotion within the field. The Godman Guild also provides free GED and ESOL classes to help community members reach their education goals.

**Location:** Godman Guild Association

303 E. 6<sup>th</sup> Ave., Columbus

**Hours:** Call for dates and hours.

**Phone:** (614) 294-5476

**Website:** [www.godmanguild.org](http://www.godmanguild.org)

### Godman Guild (in partnership with New Directions Career Center and Consumer Credit Counseling Services)—E3

**Description:** E3 is a 12-week course that prepares women to pursue post-secondary education. Partner agencies **Apprisen**, the **Godman Guild Association**, and New Directions Career Center work together with the **Women's Leadership Council (WLC)** of the United Way of Central Ohio to present a comprehensive curriculum of educational readiness, career development, financial literacy and personal enrichment topics that will address matters of school application and enrollment, financial aid, work-life balance, career advancement and more! Following the Preparation Program, E3 provides Support Services for up to 48 months, while you're in school. Benefits include Employment Services, Case Management, Support Groups, Resource Assistance and Mentorship from the WLC. Requires high school diploma or GED.

**Location:** New Directions Career Center, 199 E. Rich St., Columbus

**Hours:** Monday-Friday, 8:30 a.m.-4:30 p.m.

**Phone:** (614) 849-0028

**Website:** [www.newdirectionscc.org/programs-services/e-3](http://www.newdirectionscc.org/programs-services/e-3)

### Goodwill Columbus

**Description:** Goodwill Columbus helps meet the needs of all job seekers, including specialized programs for youth, seniors, veterans and people with disabilities, criminal backgrounds and other specialized needs. Currently provides person-centered, credentialed training programs for careers in industries such as hospitality & lodging, information technology and health care to name a few. Goodwill also offers Creative Employment Solutions (CES), which bridges the gap between day programs and workforce development, providing specialized job services for individuals with developmental disabilities. Call to schedule an initial assessment for services.

**Location:** 1331 Edgehill Rd., Columbus

**Hours:** Monday-Thursday, 8 a.m.-4 p.m., Friday 8 a.m.-12 p.m.

**Phone:** (614) 583-0250

**Website:** [www.goodwillcolumbus.org/job-training/jobseekers](http://www.goodwillcolumbus.org/job-training/jobseekers)

### IMPACT Community Action- Empowerment Services

**Description:** IMPACT has a variety of workforce development courses and programs through their Empowerment Services Division including Connections, a two-week job readiness program, an entrepreneurship course, vocational training and certificate courses, a re-entry work readiness program, and the AMP program from in-school youth ages 16-18 offering four career track paid training programs. Workforce development training requires income eligibility. General services include individual employment plans, paid job training, job coaching, National Work Readiness certification, computer training, referrals and additional support to address other barriers to employment and self-sufficiency. Individuals must have photo identification for household members ages 18 and over, Social Security cards for all household members and 90-days' proof of income. IMPACT also offers computer and financial services to eligible community members.

**Location:** 701 Southwood Ave., Columbus

**Hours:** Monday-Friday, 8 a.m.-5 p.m. **All employment services by appointment only.**

**Phone:** (614) 252-2799

**Website:** [www.impactca.org](http://www.impactca.org)

### Jewish Family Services

**Description:** Employment and career coaching services are available to ALL job seekers. Provides 1:1 coaching both in person and virtually. Access job search tools, gain resources and secure leads that help you to be more successful in finding and securing employment, gaining access to digital life skills, engaging in group workshops and being connected to wrap-around support services in your employment search.

**Location:** 1070 College Ave., Columbus

**Hours:** Call for an appointment.

**Phone:** (614) 237-9675

**Website:** [www.jfscolumbus.org](http://www.jfscolumbus.org)

### National Center for Urban Solutions

**Description:** NCUS provides core and intensive workforce development services to individuals in need of skill development or a skill upgrade in order to reach socioeconomic self-sufficiency. They provide certified job training, workplace readiness and career coaching that prepares individuals to secure and retain employment with a focus on lifelong personal and professional development. Training includes case management, mock interviews, financial literacy, computer literacy, partnerships with employers and post-employment support. Must meet eligibility requirements.

**Location:** 899 E. Broad St. Columbus

**Hours:** Monday-Friday, 9 a.m.-3 p.m. Call for an appointment. Walk-ins also welcome.

**Phone:** (614) 857-1811

**Website:** [www.ncusolutions.com](http://www.ncusolutions.com)

### Columbus Literacy Council

**Description:** The CLC provides a variety of employment services including GED and ESOL courses, career coaching, internships, targeted job search support, computer literacy, and courses in entrepreneurship and etiquette. Trained staff offer these services depending on interest and funding throughout the year. To request more information and sign up for programming, complete the interest form on their website or give them a call at the number listed below.  
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**Location:** Multiple sites throughout central Ohio

**Hours:** Vary based on location.

**Phone:** (614) 224-0501

**Website:** <https://www.clcworks.org/explore-with-us>

### Lower Lights Ministries

**Description:** Lower Lights Adult Mentoring empowers adults to address barriers and achieve personal goals. The highly relational program connects individuals to practical services within a supportive environment.

**Location:** Multiple sites throughout central Ohio. This program includes employment assistance, (job search support, resume assistance, interview skills) financial literacy training and emotional support.

**Hours:** Vary based on location.

**Phone:** (614) 228-3855

**Website:** <https://www.lowerlights.org/lower-lights-adult-mentoring>

## PROGRAMS FOR OLDER WORKERS

### AARP Foundation SCSEP

**Description:** A Senior Community Service Employment Program (SCSEP) offering a work training program to low-income, unemployed jobseekers who are 55 and older living in Franklin, Delaware, Licking and Madison Counties. AARP Foundation first matches eligible older job seekers with local nonprofits and public agencies so they can increase skills and build self-confidence, while earning a modest income. Based on their employment interests and goals, participants may also receive supportive services and skills training through an educational institution. Their SCSEP experience most often leads to permanent employment. A virtual career network to match individual work interests and skills to new occupations.

**Locations:** 1393 E. Broad St., Suite 105, Columbus  
5320 E. Main St., Suite 600, Whitehall

**Hours:** Monday-Friday, 8:30 a.m.-4:30 p.m.

**Phones:** (614) 258-7295 (Columbus), (614) 322-0600 (Whitehall)

**Website:** [www.aarpworksearch.org/pages/default.aspx](http://www.aarpworksearch.org/pages/default.aspx)

### Employment for Seniors, Inc.

**Description:** Provides support, assistance and referral services to senior job seekers age 50 years and older. Services include a registration and counseling process between a client and a volunteer career counselor in the EFS office. The initial interview is a scheduled appointment that provides the client with information on services and programs, review of current job postings and the follow-up process. The counselor will review the client's resume and career materials, providing resources as necessary. They will also discuss those jobs currently posted on the EFS Job Match System and give application and referral information as appropriate. In addition, EFS regularly sponsors workshops for senior job seekers to gain additional training in development of their resumes, cover letters, how to develop their own business, networking, etc.

**Location:** 4300 E. Broad St., Suite B, Columbus

**Hours:** **Call for appointment.** Monday-Friday, 9 a.m.-1 p.m.

**Phone:** (614) 863-1219

**Website:** [www.employseniors.org/index.htm](http://www.employseniors.org/index.htm)

### VANTAGE Workforce Training Solutions

**Description:** Provides opportunities for paid training and employment referrals to low income adults age 55+ through the Senior Community Service Employment Program (SCSEP). You can visit their website to apply or call the numbers listed below.

**Location:** 4300 E. Broad St. Suite A, Whitehall

**Hours:** Monday-Friday, 8 a.m.-4:30 p.m.

**Phone:** (614) 586-1975 or 866-487-1687 (toll free)

**Website:** <https://vantageaging.org/programs-and-services/workforce-solutions/>.

## PROGRAMS FOR IMMIGRANTS/REFUGEES

### Community Refugee and Immigration Services

**Description:** Employment counseling, individualized soft-skills training, job development and placement assistance, resume preparation, and help with job-related translation and interpretation. English as a Second language (ESL) classroom instruction is offered and focuses primarily on American culture and the workplace, though is currently only available via referral from Franklin County Department of Job and Family Services. Services are free and offered for refugees, asylees and immigrants who are work-authorized in the United States.

**Location:** 1925 E. Dublin-Granville Rd., Suite 102, Columbus

**Hours:** Monday-Friday, 8:30 a.m.-4:30 p.m. (Preferable to call first to determine which services are appropriate and what documents to bring to the appointment.)

**Phone:** (614) 235-5747

**Website:** [www.crisohio.org](http://www.crisohio.org)

### Ethiopian Tewahedo Social Services

**Description:** Job skills training classes help refugees learn how to find and keep a job in the US. These classes are offered in conjunction with ESOL classes to enhance learning, including computer training, a work experience program and specific skills training. Once students have completed training, our job developers link individuals to employment opportunities. Our job developers work with both basic skills opportunities, as well as helping those with advanced education link to employment options. Refugee, immigrant or asylum seekers who have lived in America for less than 5 years are eligible.

**Location:** 1060 Mt. Vernon Ave., Columbus

**Hours:** Monday-Friday, 9 a.m.-5 p.m.

**Phone:** (614) 252-5362

**Website:** <https://ethiotss.org/adult-services>

### Riverview International Center

**Description:** RIC provides 1:1 career consulting and skills training to help navigate the many aspects immigrants and refugees must navigate to obtain employment. Computer literacy and ESOL classes are also offered on site to support participants in growing their independence and economic self-sufficiency. Monthly legal clinics are also provided to answer questions and provide guidance on the work authorization process along with other immigration issues.

**Location:** 552 Riverview Dr. Apt B, Columbus

**Hours:** Call for hours.

**Phone:** (614) 427-3368

**Website:** <https://www.riverviewinternationalcenter.org/home>

## PROGRAMS FOR VETERANS

**Ohio Department of Job & Family Services**

**Description:** **Intensive Career Services:** ODJFS in partnership with OhioMeansJobs provides veterans with career guidance, resume assistance and job coaching on overcoming employment obstacles. All services are free of charge. They provide an updated listing of veteran preferred employers, job postings and support in how to market military experience for the civilian workforce.

**Location:** 1111 E. Broad St., Columbus

**Hours:** Monday-Friday, 8 a.m.-5 p.m.

**Phone:** (614) 559-5052

**Website:** [www.jfs.ohio.gov/veterans/](http://www.jfs.ohio.gov/veterans/)

**Volunteers of America – Homeless Veterans Retention Program (HVRP)**

**Description:** Offers employment assistance services (including transportation assistance, access to a computer resource center, job leads and other employment related services) to veterans who are currently homeless, who have at least one day of documented active duty and who have separated from the military with any discharge other than a dishonorable discharge.

**Location:** 1776 E. Broad St., Columbus

**Hours:** Monday-Friday, 8 a.m.-5 p.m.

**Phone:** (614) 253-6100

**Website:** [www.voago.org/](http://www.voago.org/)

**Veterans Administration – General Resources**

**Description:** The Veterans Administration offers a variety of resources to assist veterans in this transition to the civilian workforce. Offerings include attending a Transition Assistance Program (TAP Briefing), use of the CareerScope assessment to determine relevant careers, access to a free year of LinkedIn Learning, assistance translating military skills and experience to the civilian job search, and use of Department of Labor job search function to find preferential employers. Those that experienced injury or disability in the line of duty may also be eligible for Veteran Readiness and Employment (VR&E) (formerly known as Vocational Rehabilitation and Employment) services to help with job training, employment accommodations, resume development, and job seeking skills coaching. Other services may be provided to assist veterans and service members in starting their own businesses or independent living services for those who are severely disabled and unable to work in traditional employment.

**Location:** 30 Spruce St., Columbus

**Hours:** Monday-Friday, 8 a.m.-6:30 p.m.

**Phone:** (614) 257-5550

**Website:** <https://www.va.gov/careers-employment/>

## ON-LINE JOB SEARCH

### Dispatch.com/jobs

**Description:** This is on the *Columbus Dispatch* website. It offers job searches by location and job title, resume postings, job ads from the *Sunday Dispatch*, advice on finding employment and other features.

**Website:** [www.dispatch.com/jobs](http://www.dispatch.com/jobs)

### Ohiomeansjobs.com

**Description:** This website combines electronic job opportunities from all the major commercial job boards, national and Ohio Fortune 100 companies and State of Ohio jobs.

**Website:** [www.ohiomeansjobs.com/omj](http://www.ohiomeansjobs.com/omj)

### USAJobs.com

**Description:** This is a United States Office of Personnel Management website. USAJOBS is the federal government's official one-stop source for federal jobs and employment information.

**Website:** [www.usajobs.gov/](http://www.usajobs.gov/)

### State of Ohio Jobs

**Description:** State of Ohio's career opportunity page. Job seekers are encouraged to check weekly or more often as position openings are very time-sensitive.

**Website:** [www.careers.ohio.gov](http://www.careers.ohio.gov)

### City of Columbus Jobs

**Description:** City of Columbus Civil Service Commission's employment center. Job seekers are encouraged to check weekly or more often as position openings are very time-sensitive.

**Website:** [www.governmentjobs.com/careers/columbusoh](http://www.governmentjobs.com/careers/columbusoh)

### Franklin County Jobs

**Description:** Franklin County employment opportunities by agency.

**Website:** [www.franklincountyohio.gov/information/employment](http://www.franklincountyohio.gov/information/employment)

### Indeed.com

**Description:** Search jobs based on key words and location.

**Website:** [www.indeed.com](http://www.indeed.com)

### Honest Jobs

**Description:** Job database of employers willing to hire those with criminal backgrounds. Search jobs based on key words and location.

**Website:** <https://www.honestjobs.co/>