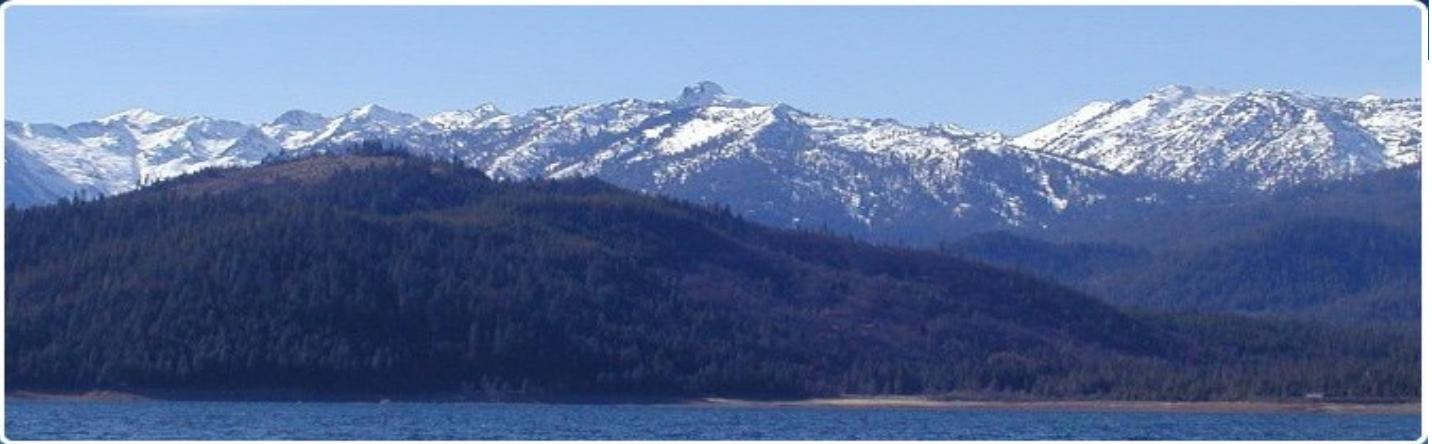


Smart Business Resource Center - Trinity

Community Coordinator Report

Trinity County



Partnership with CalWORKS Welfare to Work Program

September 2014 the Smart Center contracted with CalWORKs Welfare to Work Program in Trinity County to collaborate our efforts to serve clients searching for work on a one-on-one basis. While in our office, clients learn and participate in workshops to attain new job skills, as well as new job search strategies which give them confidence in their abilities and increase their value in the workforce.

Each month, they attend workshops on: resumes, cover letters and interview skills. Many also are set up with online classes for typing and MS Office, as well as basic computer skills. They learn the value of mastering resumes and cover letters and how to personalize each to specific jobs they are applying for while highlighting

their skills for each job.

The Weaverville staff also teach clients good interview techniques through mock interviewing and offering guidelines on how to interview successfully.

The Smart Center served 13 CalWORKs clients in January, 8 in February, and 10 in March 2015.



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Inside this issue:

CalWORKS	1
Workshops	2
Business Services	
Job Seeker Success Story	3
Youth Tribal TANF Services	3
	4

Smart Workshops

The Smart Center offers workshops on resumes, cover letters, interview skills, and basic computer skills. In January of 2015, the Weaverville office began to offer them every week. The workshops have been successfully attended. Clients express that in the “old days” they never had to do all this work to get a job. They have realized today’s work world is more competitive than ever and employers want resumes, cover letters and lengthy applications. Hir-

ing employees has also become more expensive, so employers want to know more about potential employees before they hire (and spend money training) someone who may not be the right fit for their organization. Employer’s value being able to make better informed decisions on employees. Our workshops address this trend of employers expecting more. Once job seekers understand what employers are looking for and why, it makes it easier to go the “extra” mile.

Job seekers also realize that first impressions, whether on paper or in person, can make all the difference.

Upcoming Workshops:

4/2/15 Resumes

4/9/15 Cover Letters

4/23/15 Basic Microsoft Word

4/30/15 Resumes

Business Services

Smart is always looking for ways to help our clients get to work and help our local businesses grow. Through Worksite Training, Work Experience, and Internships, we are able to do that. We have helped people find jobs throughout the county and posted numerous jobs for employers. We don’t always capture the results of all the people we provide assistance

to, however, more and more people thank us and let us share in the joy when they are hired. Here are the statistics for this quarter, for the Smart Center in Trinity County:

Job Center Visits Quarter:

861

Job Placement Quarter:

32

Did You Know?

*Smart provided wage savings of over **\$4.8 million** for Worksite Trainings & Work Experience Trainings in the last 5 years between Shasta and Trinity County.*

Businesses that received services during this quarter:

Trinity River Lumber, Human Response Network, Trinity Hospital, Shasta College, Trinity Building Supply, Golden Age Center, Sawmill Grill and Bar, Indian Creek Lodge, Alpine House, Marino's, Round Table, CVS Pharmacy, Tops Market, Dollar General, Southern Trinity Health Services, Addus Healthcare, Crystal Air, Shasta Head Start, Corner Stone Tire and Auto Center, Firestorm, USFS, TCRC, Health and Human Services, ACE Hardware, Schmidbauer, Burger King, Trinity County Behavioral Health, Mulvey’s Electric, AmeriGas, Dr. Meredith MD, Weaverville Fire Dept., Pitt River Tribe, Subway, Trinideli, Insurance Fund, Trinity Alps Resorts, Shasta Recreation Co., Pinewood Cove, Talbott’s Electrical Supply, Hayfork Garage, MCHD, Gerald Gray Construction, Big Valley Properties, North State Janitorial and Painting, State Farm, TCOE, Strawhouse Resort, Trindel Insurance Fund, Jake Jackson Museum, Motel Trinity, O’Reilly Auto Parts

Job Seeker Success Story

With the closing of one of Trinity County's most beloved restaurants, many found themselves in search of new jobs. Smart reached out to those employees offering our services. Since rural community jobs are not plentiful, one of these employees, Robyn, was tenacious and strong in her desire to succeed. She saw hope in utilizing our services. She came into our office with a

mixed job history, from dabbling in Real Estate years ago, to office and restaurant jobs, waitressing and managing. She met with Smart staff and attended a resume workshop. Smart assisted her with creating a resume, offered helpful advice and encouraged her to hone in on her office skills. When a job order came in from a local Real Estate office needing an office assistant,

the Smart staff thought this could be the right match for Robyn. We called her to see if she indeed wanted to go in this direction. She was excited and was willing to try. Within 2 weeks, Robyn was offered the position and accepted immediately. Both parties are reaping the rewards of a good fit with Smart's assistance.

Youth

The Youth Program is taking on momentum. We have been out recruiting businesses to host youth for summer employment. We have some new businesses ready to help our youth grow professionally within our community. Trinity Animal Hospital, Imaginations Copying and Printing, and Angela's Bead Art are all onboard! We also did some class presentations to the Seniors at Trinity High School regarding resumes and job search, highlighting our One-Stop and Youth Program. We are looking forward to a prosperous year!

Tribal TANF

The Tribal TANF of Trinity County is associated with many tribes and different organizations that operate tribal Temporary Assistance for Needy Families (TANF) programs for Native American people. Recently, our local Tribal TANF visited our One-Stop. We were able to help families with a walk-thru of our One-Stop services, resume writing knowledge and a mini workshop on interview skills.



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The Smart Business Resource Center provides workforce services in Shasta and Trinity Counties. We are a private, non-profit, public benefit corporation and receive funding from the U.S. Dept. of Labor and the State of CA. Our mission is to invest in the growth and development of business to provide opportunities for all job seekers. Smart puts people to work and we believe in a healthy business community. We are dedicated to strengthening and supporting Trinity County business in order to create jobs and encourage economic prosperity. We help assist business with startup, expansion & retention by providing access to skilled employees and training.

Did You Know?

Smart Provides Hiring Services to You at NO COST

Business Services

Recruiting Assistance

- Hiring Fairs/Applicant Testing/Job Postings

Business Closure Assistance

- Rapid Response

Lay-off Aversion

- Customized Training

Worksite Trainings/Work Experience

Smart Facts

Smart provided over 5,000 Business Services to Shasta and Trinity Counties in 2014.

Smart provided wage savings of over \$4.8 million for Worksite Trainings & Work Experience Trainings in the last 5 years.