

# Employment Resource Guide

June 2017



**United Way of Tucson  
and Southern Arizona**  
[UnitedWayTucson.org](http://UnitedWayTucson.org)



# Career Services

ORGANIZATION INFORMATION	
Organization name:	<b>Arizona @Work (County) aka: Pima County One Stop</b>
Address:	Kino Service Center and Veterans Center: 2797 W. Ajo Way Tucson, AZ 85713 Rio Nuevo Service Center: 340 N. Commerce Park Loop Tucson, AZ 85745
Telephone number:	Kino and Veterans: 520-724-7700; Rio Nuevo: 520-724-7650
Website:	<a href="http://webcms.pima.gov/community/help_now/job_assistance">http://webcms.pima.gov/community/help_now/job_assistance</a>
Overview of Services:	Connects job seekers to a network of employment, training, and educational programs in Pima County. <u>Employment Resources</u> include labor-market information, job banks, online job matching, job leads, workshops, resumes, and career counseling. <u>Intensive Career Services</u> include vocational assessment, individualized career planning, pre-vocational adult education, job search and placement. Some services have eligibility requirements.
ORGANIZATION INFORMATION	
Organization name:	<b>Arizona @Work (State) aka: Arizona Department of Economic Security</b>
Address:	Various locations throughout Pima County: <a href="https://des.az.gov/sites/default/files/dl/2015%20Directory%20of%20One-Stop%20Centers_11_3_15.pdf">https://des.az.gov/sites/default/files/dl/2015%20Directory%20of%20One-Stop%20Centers_11_3_15.pdf</a>
Telephone number:	See directory link under address.
Website:	<a href="http://www.azdes.gov">www.azdes.gov</a> (See Employment)
Overview of Services:	Provides social services that train, rehabilitate, and connect community members with job creators. Job services are available to all adults including individualized employment plans, career assessments, job referrals, job fairs and recruitment, resume writing, and interviewing techniques workshops.
ORGANIZATION INFORMATION	
Organization name:	<b>AmeriCorps-Arizona Serve</b>
Address:	510 N. 7 <sup>th</sup> Ave., Suite 150 Tucson, AZ 85719
Telephone number:	928-848-7869
Website:	<a href="http://www.arizonaserve.org/about-ameri-corps">www.arizonaserve.org/about-ameri-corps</a>
Overview of Services:	AmeriCorps State and AmeriCorps VISTA members are a diverse group. VISTA members who are qualified to serve with Arizona Serve are nationally recruited, recent college graduates, retired and experienced individuals from the Boomer Generation, and various community leaders. VISTA members sign up with a host agency for a full-time term of service-365 days. In return for their service, members are provided with orientation and training, a living stipend calculated at no less than 95% of the poverty line, settling in and transportation costs, child care benefits (if applicable), and a basic health coverage plan.
ORGANIZATION INFORMATION	
Organization name:	<b>Goodwill of Southern Arizona</b>
Address:	Various locations throughout Pima County: <a href="http://www.goodwillsouthernaz.org/programs-and-services/job-connection-centers/">http://www.goodwillsouthernaz.org/programs-and-services/job-connection-centers/</a>
Telephone number:	520-623-5174
Website:	<a href="http://www.goodwillsouthernaz.org/programs-and-services/job-connection-centers">www.goodwillsouthernaz.org/programs-and-services/job-connection-centers</a>
Overview of Services:	Job Connection Centers provide access to computers, job postings/referral boards, guidance with interviewing, resumes, and cover letters and more. Individuals can receive assistance with basic computer skills, employment, education, and community supports. Services are on a walk-in basis and no appointment is necessary.

# Career Services

ORGANIZATION INFORMATION	
Organization name:	<b>Interfaith Community Services</b>
Address:	Various locations across Pima County: <a href="https://www.icstucson.org/job-resource-center">https://www.icstucson.org/job-resource-center</a>
Telephone number:	520-297-6049
Website:	<a href="http://www.icstucson.org/job-resource-center">www.icstucson.org/job-resource-center</a>
Overview of Services:	At the ICS Resource Centers, clients learn the tools needed to break down employment barriers, helping them become more confident and competitive in securing work in today's challenging job market. All services are FREE and no appointment is needed. Clients work at computer stations that are linked to the Pima County One-Stop Offices, as well as other online job posting sites.
ORGANIZATION INFORMATION	
Organization name:	<b>Pima Community College, Back to Work 50+ Program (Age 50 and older only)</b>
Address:	401 N. Bonita Ave. Tucson, AZ 85709
Telephone number:	1-855-850-2525 or 206-6335
Website:	<a href="http://www.aarp.org/aarp-foundation/our-work/income/back-to-work-50-plus/smart-strategies-for-50-plus-jobseekers/info-2014/community-locations.html">http://www.aarp.org/aarp-foundation/our-work/income/back-to-work-50-plus/smart-strategies-for-50-plus-jobseekers/info-2014/community-locations.html</a>  <a href="http://aztecpresonline.com/2016/03/back-to-work-50-program-assists-mature-job-seekers/">http://aztecpresonline.com/2016/03/back-to-work-50-program-assists-mature-job-seekers/</a>
Overview of Services:	Provides assistance for job seekers through a facilitated program using <i>7 Smart Strategies for 50+ Jobseekers</i> . Learn strategic approaches to understanding how employers look for candidates and what you can do to be prepared.
ORGANIZATION INFORMATION	
Organization name:	<b>Pima County Public Library</b>
Address:	Various locations throughout Pima County: <a href="https://pima.bibliocommons.com/locations/list/?_ga=1.183009317.2021723110.1428094303">https://pima.bibliocommons.com/locations/list/?_ga=1.183009317.2021723110.1428094303</a>
Telephone number:	520-791-4010
Website:	<a href="http://www.library.pima.gov">www.library.pima.gov</a>
Overview of Services:	Provides services related to literacy, adult education, job help, computer skills training, GED/HSE, occupational and educational testing, and academic achievement. Library locations provide access to computers, WiFi, and electronic resources that can be used to find a job, improve your current job, or start a new business.
ORGANIZATION INFORMATION	
Organization name:	<b>Tucson Indian Center (Native Americans Only)</b>
Address:	97 E. Congress, Ste. 101 Tucson, AZ 85701
Telephone number:	520-884-7131
Website:	<a href="http://www.ticenter.org">www.ticenter.org</a>
Overview of Services:	Services include job and career counseling, work experience, resume writing and review, interviewing skills, and job retention training. Other services include food boxes, diaper bank assistance, legal services, and preventative health services.

**ORGANIZATION INFORMATION**

Organization name:	<b>Tucson Urban League</b>
Address:	2305 S. Park Ave. Tucson, AZ 85713
Telephone number:	520-791-9522x2243
Website:	<a href="http://www.tucsonurbanleague.org">www.tucsonurbanleague.org</a>
Overview of Services:	Services include on-the-job training, assistance for school, job placement, and career readiness training. Other services include utility assistance, weatherization, and senior food program.

**ORGANIZATION INFORMATION**

Organization name:	<b>YWCA (Women Only)</b>
Address:	525 N. Bonita Ave. Tucson, AZ 85745
Telephone number:	520-884-7810x100
Website:	<a href="http://www.ywcatucson.org">www.ywcatucson.org</a>
Overview of Services:	Skills for Success is a program focused on the empowerment of women. Participants refine their interview skills, complete a resume, and create an action plan for effective job search strategies and networking. Participants have access to professional clothing for interviews and work.

**ORGANIZATION INFORMATION**

Organization name:	<b>United Way of Tucson and Southern Arizona, Volunteer Center</b>
Address:	330 Commerce Park Loop, Tucson, AZ 85745
Telephone number:	520-903-9000
Website:	<a href="http://volunteer.unitedwaytucson.org">http://volunteer.unitedwaytucson.org</a>
Overview of Services:	Engages individuals in meaningful volunteer opportunities in the community through web-based volunteer recruiting and referral to community organizations. United Way also provides access to sustainability programming including tax help, health benefits, EITC, and SNAP benefits.

**ORGANIZATION INFORMATION**

Organization name:	<b>Volunteer Clearinghouse</b>
Address:	301 W. Camini Casa Verde, Green Valley, AZ 85614
Telephone number:	520-625-1150 X108
Website:	<a href="http://qvsvolunteering.org">http://qvsvolunteering.org</a>
Overview of Services:	Promotes volunteerism and screens and places volunteers with community organizations.

# Occupational and Educational Training

ORGANIZATION INFORMATION	
Organization name:	<b>Pima Community College, Center for Training and Development (Desert Vista Campus)</b>
Address:	5901 South Calle Santa Cruz Tucson, AZ 85709
Telephone number:	520-206-5100
Website:	<a href="https://www.pima.edu/programs-courses/career-training-programs/index.html">https://www.pima.edu/programs-courses/career-training-programs/index.html</a>
Overview of Services:	Provides high quality training leading to immediate jobs or to job advancement in many in-demand fields. CTD offers certificates in Business Technology, Culinary and Food Industry, Medical Office, Nursing, and Surgical Technology.
ORGANIZATION INFORMATION	
Organization name:	<b>Pima Community College, Credit Programs and Degrees</b>
Address:	Various locations throughout Pima County: <a href="https://www.pima.edu/campuses-centers/index.html">https://www.pima.edu/campuses-centers/index.html</a>
Telephone number:	520-206-4500
Website:	<a href="https://www.pima.edu/programs-courses/credit-programs-degrees/index.html">https://www.pima.edu/programs-courses/credit-programs-degrees/index.html</a>
Overview of Services:	Earn a degree or certificate in preparation for what comes next. Programs can lead to direct employment or transfer to University. Career services are available for all Pima College students enrolled in a program.
ORGANIZATION INFORMATION	
Organization name:	<b>Pima County Public Library</b>
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Telephone number:	520-791-4010
Website:	<a href="http://www.library.pima.gov">www.library.pima.gov</a>
Overview of Services:	Provides services related to literacy, adult education, job help, computer skills training, GED/HSE, occupational and educational testing, and academic achievement. Library locations provide access to computers, WiFi, and electronic resources that can be used to find a job, improve your current job, or start a new business.

# Support Services

ORGANIZATION INFORMATION	
Organization name:	<b>AARP</b>
Address:	6700 N. Oracle Rd. #331 Tucson, AZ 85704
Telephone number:	520-571-9884
Website:	<a href="http://www.aarp.org">www.aarp.org</a>
Overview of Services:	AARP is a nonprofit organization that helps people turn their goals and dreams into real possibilities, strengthens communities and fights for the issues that matter most to families — such as health care, employment and income security, and protection from financial abuse.
ORGANIZATION INFORMATION	
Organization name:	<b>Eagles Wings of Grace (Women only)</b>
Address:	3219 N. 1 <sup>st</sup> Ave. Tucson, AZ 85719
Telephone number:	520-906-9915
Website:	<a href="http://www.eagleswingsofgrace.com">www.eagleswingsofgrace.com</a>
Overview of Services:	Christian-centered ministry that provides mental and physical health programs, career coaching, computer skills training, employment assessment through work acquisition classes, and a concierge clothing program (clothing for interviews).
ORGANIZATION INFORMATION	
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Telephone number:	520-297-6049
Website:	<a href="http://www.icstucson.org/job-resource-center">www.icstucson.org/job-resource-center</a>
Overview of Services:	At the ICS Resource Centers, clients learn the tools needed to break down employment barriers, helping them become more confident and competitive in securing work in today's challenging job market. All services are FREE and no appointment is needed. Clients work at computer stations that are linked to the Pima County One-Stop Offices, as well as other online job posting sites.

# Support Services

ORGANIZATION INFORMATION	
Organization name:	<b>Pima Council On Aging</b>
Address:	8467 E. Broadway Blvd.
Telephone number:	520-790-0504
Website:	<a href="http://www.pcoa.org">www.pcoa.org</a>
Overview of Services	Pima Council On Aging (PCOA) is the designated Area Agency on Aging serving older adults and their families. PCOA advocates, plans, coordinates, develops and delivers home-and- community based aging services for older adults and provides supportive assistance, information and local resource connections for family caregivers.
ORGANIZATION INFORMATION	
Organization name:	<b>Pima County Public Library</b>
Address:	Various locations throughout Pima County: <a href="https://pima.bibliocommons.com/locations/list/?_ga=1.183009317.2021723110.1428094303">https://pima.bibliocommons.com/locations/list/?_ga=1.183009317.2021723110.1428094303</a>
Telephone number:	520-791-4010
Website:	<a href="http://www.library.pima.gov">www.library.pima.gov</a>
Overview of Services:	Provides services related to literacy, adult education, job help, computer skills training, GED/HSE, occupational and educational testing, and academic achievement. Library locations provide access to computers, WiFi, and electronic resources that can be used to find a job, improve your current job, or start a new business.
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Overview of Services:	Services include job and career counseling, work experience, resume writing and review, interviewing skills, and job retention training. Other services include food boxes, diaper bank assistance, legal services, and preventative health services.
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Telephone number:	520-884-7810x100
Website:	<a href="http://www.ywcatucson.org">www.ywcatucson.org</a>
Overview of Services:	Services include professional clothing for interviews, access to basic skills training and business services, professional development, and empowerment of women through the promotion of equality.

## ORGANIZATION INFORMATION

Organization name:	<b>United Way of Tucson and Southern Arizona</b>
Address:	330 Commerce Park Loop, Tucson, AZ 85745
Telephone number:	520-903-9000
Website:	<a href="http://volunteer.unitedwaytucson.org">http://volunteer.unitedwaytucson.org</a>
Overview of Services:	Services are focused on education, financial stability, and healthy-living. Participants can connect with United Way staff to take advantage of volunteer opportunities, learn about finances, get help with tax preparation, and get information about health insurance options.