

# **JOB PLACEMENT & CAREER SUPPORT SERVICES**

**Your pathway to employment starts here.**



**Resume Building**



**Job Leads & Coaching**



**Professional Attire**

✓ **Build strong resume**

**Prepare for interviews**

**Recieve professional coach**

✓ **Connect to training and career pathways**

✓ **Great Job Lead and coachings**

✓ **Connect to workforce programs**

✓ **Recieve professional clothing**



## JOB PLACEMENT & CAREER SUPPORT SERVICES

***Your pathway to employment starts here.***

***We provide personalized, one-on-one assistance to help you strengthen your skills, explore career pathways, and access the resources you need to succeed. Our team is committed to meeting you exactly where you are and guiding you through each step of your employment journey with care, dignity, and support. Whether you are entering the workforce for the first time, returning after a break, transitioning careers, or overcoming barriers to employment, we are here to help you move forward with confidence.***

***Our services are designed to address the full spectrum of job readiness needs. This includes helping you build essential documents, improve your digital literacy, prepare for interviews, connect to training programs, and access professional attire through our community partners. We take the time to understand your goals, strengths, challenges, and long-term aspirations so we can create a personalized plan that supports your success.***

***To receive job placement assistance, all clients must complete our service enrollment process and schedule a session with our team. This ensures that every individual receives the right level of support, the right resources, and the right referrals at the right time. Once enrolled, clients gain access to a comprehensive range of services, including resume development, job search assistance, workforce navigation, career coaching, and referrals to specialized programs such as Dress for Success, Workforce1, Job Corps, and other community partners.***

***Our approach is holistic and empowerment-focused. We not only help you prepare for employment, we help you build the confidence, clarity, and readiness needed to thrive in the workplace. Through ongoing support, encouragement, and resource navigation, we walk alongside you as you take meaningful steps toward stability, independence, and long-term success.***

***Our client-centered approach ensures every participant receives personalized, compassionate, and goal-driven guidance from the moment they enroll through job readiness, placement, and beyond. We recognize that each individual's journey is unique, and we tailor our support to meet their specific needs, strengths, and aspirations. Through structured steps, one-on-one coaching, and access to trusted community partners, we help clients build confidence, develop essential skills, and move toward long-term employment success.***

## How Our Job Placement Services Work

Our client-centered approach ensures every participant receives personalized guidance from intake through job readiness and placement.

### Step 1 — Client Intake & Assessment

Every participant begins with a comprehensive intake process designed to help us understand their background, goals, and current level of job readiness. Clients complete a detailed intake form that allows our staff to:

Assess employment goals and career interests

Identify strengths, transferable skills, and areas for development

Understand barriers such as childcare, transportation, housing, or digital literacy

Determine eligibility for specialized programs and referrals

Create a personalized employment plan tailored to their needs

This assessment ensures we provide the right level of support and connect each client to the most appropriate services, resources, and opportunities.

### Step 2 — Career Support Appointment

After completing the intake, clients schedule a one-on-one Career Support Appointment with a member of our team. During this session, participants receive individualized guidance and hands-on support in key areas of job readiness, including:

- **Resume Building**

We help clients create or update a professional resume that highlights their skills, experience, and strengths.

- **Job Search Assistance**

Clients receive curated job leads, application support, and strategies for navigating today's job market.

- **Interview Preparation**

We provide coaching, mock interviews, and communication tips to help clients feel confident and prepared.

- **Workforce Navigation**

Participants receive guidance on connecting to Workforce1, Job Corps, training programs, and other employment pathways.

- **Digital Skills Support**

Assistance with email setup, online applications, document uploads, and basic computer skills is available for those who need it.

Each appointment is designed to empower clients with the tools, knowledge, and confidence needed to take meaningful steps toward employment.

## Step 3 — Job Placement & Referral Coordination

Once clients have completed their intake and one-on-one career support session, they move into the Job Placement & Referral Coordination phase. During this stage, our team works closely with each participant to connect them to real employment opportunities, training programs, and community partners that align with their goals. **What Step 3 Includes:**

- **Job Matching & Employer Connections**

We identify job openings that match the client's skills, interests, and experience. Our team provides direct referrals to employers, hiring events, and workforce partners.

- **Application & Submission Support**

Clients receive hands-on assistance completing online applications, uploading documents, and preparing required materials.

- **Workforce Program Referrals**

We connect clients to programs such as:

Workforce1 Career Centers, Job Corps, Dress for Success (for women), Training and certification programs, Re-entry and fatherhood programs

- **Interview Scheduling & Preparation**

We help clients prepare for upcoming interviews, practice responses, and build confidence.

- **Documentation & Verification Support**

Assistance with gathering identification, work authorization, resumes, and other required documents.

**This step ensures clients are not navigating the job search alone — they have a dedicated guide supporting them through every opportunity.**

## Step 3 — Follow-Up Support & Employment Retention

Our commitment to clients does not end once they secure employment. Step 4 focuses on ongoing support, retention, and long-term success. **What Step 4 Includes:**

- **Post-Placement Check-Ins**

We follow up with clients at 30, 60, and 90 days to ensure they are adjusting well and have the support they need.

- **Workplace Success Coaching**

Clients receive guidance on communication, time management, conflict resolution, and workplace expectations.

- **Continued Resource Navigation**

We assist with: Transportation support, Childcare referrals, Clothing needs, Digital literacy, Financial literacy resources

- **Career Advancement Planning**

We help clients explore promotions, training opportunities, and long-term career pathways.

- **Re-Engagement if Needed**

If a job does not work out, clients can return for additional support, job leads, and coaching without restarting the entire process.

**This step ensures clients not only get a job, but keep a job, grow in their role, and continue moving toward stability and independence.**



## PROGRAM OUTCOMES

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Our Job Placement & Career Support Services are designed to create measurable, meaningful, and lasting impact. Through personalized coaching, structured support, and strong community partnerships, we help clients build the skills, confidence, and stability needed to achieve long-term employment success.

#### Employment Readiness Outcomes

Clients develop strong, professional resumes

Improved interview skills and communication

Increased confidence in job search and workplace readiness

Strengthened digital literacy and online application skills

#### Job Placement Outcomes

Successful job placements through employer referrals and job leads

Increased access to workforce programs and training opportunities

Expanded employment pathways for youth, adults, and returning workers

#### Resource Access Outcomes

Clients receive professional attire through Dress for Success and Career Gear

Increased access to transportation, childcare, and essential supports

Improved ability to navigate community resources independently

#### Retention & Advancement Outcomes

Higher job retention through 30/60/90-day follow-ups

Improved workplace stability and performance

Clients pursue promotions, certifications, and long-term career growth

#### Community Impact Outcomes

Increased economic mobility for families

Reduced barriers to employment

Strengthened community connections and support networks

Empowered individuals contributing to a more stable, thriving community

## What We Help You Achieve

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At Wayside Uplift Initiative, our goal is to help every client move toward stability, confidence, and long-term success. Through personalized support, structured guidance, and strong community partnerships, we empower you to build the skills, tools, and mindset needed to thrive in today's workforce. Our services are designed not only to help you secure employment, but to help you grow, advance, and create a sustainable future for yourself and your family.

Here's what we help you achieve:

#### **Employment Readiness**

We help you develop the essential tools needed to enter or re-enter the workforce with confidence. This includes building a strong resume, preparing for interviews, improving communication skills, and understanding workplace expectations.

#### **Career Direction & Clarity**

We guide you in identifying your strengths, interests, and long-term goals so you can pursue a career path that aligns with your skills and aspirations. Whether you're starting fresh or changing fields, we help you find your direction.

#### **Increased Confidence & Self-Worth**

Through coaching, encouragement, and empowerment-focused support, we help you build the confidence needed to step into new opportunities. You leave feeling prepared, capable, and ready to succeed.

#### **Access to Training & Skill-Building**

We connect you to training programs, certifications, and workforce development opportunities that strengthen your skills and expand your career options.

#### **Professional Presentation**

Through our partnerships with Dress for Success and Career Gear, clients receive professional attire, styling, and coaching to help them make a strong first impression during interviews and on the job.

These connections remove barriers and help you stay focused on your goals.

#### **Job Placement & Advancement**

We support you through every stage of the job search, from applications to interviews to placement. Once employed, we continue to guide you through workplace success, retention, and career advancement.

#### **Long-Term Stability & Growth**

Our goal is not just to help you get a job — it's to help you build a foundation for long-term success. Through follow-up support, coaching, and resource navigation, we help you grow, advance, and create lasting change.

**Wayside Uplift Initiative is committed to uplifting individuals through employment access, economic empowerment, and community support. Ready to get started?  
Email [jobs@waysideupliftinitiative.com](mailto:jobs@waysideupliftinitiative.com)**