The Lassen office of Alliance for Workforce Development, Inc. (AFWD) is co-located with Lassen County Community Social Services. This has always been a convenience for both AFWD and Social Services’ clients as they are often shared clients and enjoy the benefits of both programs. Social Services has recently revamped their Job Club recognizing the need for a more organized approach in developing job readiness and job search skills for their consumers. As AFWD is the recognized experts in this field, it only made sense to collaborate on Job Club to better serve Business and Career Network customers.

Job Club is an eight-day workshop focusing on personal growth; designed to identify the individual’s interests, values and job skills. Lassen Social Services provides participants with personality and career assessments to help identify strengths and barriers. They also assist participants with developing skills in communication, time management, and goal setting. AFWD complements the workshop by adding the job search skills component. Participants gain valuable information about the job search process including accurate completion of applications, writing resumes and cover letters, dressing for success, career networking, and interviewing.

Job Club is open to the public and attendance has ranged from 10-16 people. Feedback from attendees has been highly favorable. Many feel that the comprehensive classes have been invaluable to reaching their employment goals.
Training Partnership Benefits All

Lassen County Sheriff’s Department has been a training site for many Lassen County residents in a variety of occupations; Correctional Officers, Dispatchers, Sheriff Deputies, and Cooks. Law Enforcement careers require extensive training as well as the ability to interact professionally with a wide diversity of people.

Through their partnership with Alliance for Workforce Development, Inc. (AFWD) and our On-the-Job training (OJT) program individuals have had the opportunity to receive in-depth training in their career choice. This has enabled them to move into an area where upward mobility and education is available to anyone who is willing to put in the time and pursue these opportunities.

Captain Kevin Jones, Operation Division has been the Supervisor for many Correctional Officer trainees and stated, “with this program the jail division has benefited with the structure of the training plan and the reimbursement back to the department is wonderful.”

Sheriff Dean Growden responded that with the On-the-Job training program “Growing Our Own” has been well received. Not only has the savings to the department been great with these trainees but the department has structured all Correctional Officer training to mirror the skills that are monitored for the OJT participants. The Lassen County Sheriff’s department experiences turnover of Correctional Officers who leave County employment to go to work at the local prisons. Accordingly, any and all programs available to them they use for the benefit of the employee, department, and residents of Lassen County.

AFWD works with and refers people who have not only an interest in the Law Enforcement field but who through assessment evaluations are a good fit for this line of work.
A Perfect Match

Kevin came to the Business and Career Network (BCN) after returning home to Susanville from Florida. He had been attending school there, and received a Bachelor’s degree in Game Art. Kevin had been working as a Freelance Artist, but had not been able to maintain steady employment where he was able to earn a wage to support himself. He requested the assistance of a Career Center Advisor (CCA) with Alliance for Workforce Development, Inc. (AFWD) in upgrading his resume and learning interview skills.

Kevin was at first unsure which career path he wanted to follow. He researched the possibility of earning a teaching credential, but found that his Game Art degree would not transfer over for any of the teacher credentialing programs in California. Kevin decided to make the best of it and applied for positions in Lassen County. He showed great motivation and initiative throughout the process.

Kevin was apprised of an opening for an Administrative Assistant position with the Lassen County Chamber of Commerce. His CCA reviewed the pertinent aspects of the position with him, and assisted him with preparing his resume and practicing for the interview. Kevin was an ideal candidate for the position, as he has always been interested in being involved and volunteering to help out in his community. Kevin met with the Executive Director, and was offered the position. He started work there in the middle of November. The Chamber had been planning to update their website, and needed someone who was tech savvy enough to tackle this task. This was one of Kevin’s first major assignments, which he accomplished successfully.

Great job, Kevin!
PARTNERING WITH CALWORKS

Adrian Rodriguez came to the Alliance for Workforce Development, Inc. (AFWD) Youth Program as a referral from Lassen County Social Services. As part of their CalWorks program, Adrian had to meet certain requirements through education, job search, and employment. At that time, he was already enrolled in Lassen College’s new HiSET Adult Education program. His Social Services Caseworker felt the Youth Program could assist him further – and she was right!

Adrian’s situation posed some challenges. He travels into Susanville from Doyle – some forty plus miles - via bus to attend the HiSET program. Additionally, he and his fiancée parent an infant daughter. Adrian was in agreement with his Career Center Advisor (CCA) that his family needed to relocate to Susanville to be closer to work opportunities. He was assisted with submitting applications to the subsidized apartment complexes in Susanville. His CCA also helped him with obtaining a California Lifeline cell phone and job search/interview clothing from a local clothes closet. With supportive service assistance from AFWD, he recently applied for a California Driver’s License permit.

Adrian’s CCA assessed his interests, strengths, personality, and abilities. He had a few months of limited work experience as restaurant prep cook and as a warehouse picker. He is an extremely personable, self-motivated young man with a leaning toward helping others in hands-on situations. Good career path matches for him right now include sales/service and business/clerical occupations. Should he decide to pursue post-secondary training, the fields of social service, education, and business management might appeal to him as well.

AFWD has currently put in motion an Internship placement with Lassen AFWD as an Information Assistant to work with the Frontline Receptionist helping customers and to assist other employees with clerical duties. When asked what he thought of this upcoming placement, Adrian stated, “I’m very excited and can’t wait.” Having spent most of his elementary school years in Mexico, Adrian is bi-lingual in Spanish – both verbal and written. With his friendly, helpful demeanor and Spanish speaking abilities, Adrian is certain to be an asset to the Lassen office.
Angie had been working fulltime as a Medical Assistant for a local doctor’s office whose business had been declining. She was notified her last day of work was impending due to the inability of the office to maintain their staff. Angie began looking for other employment. She wanted to change her career path, as she was not having luck finding Medical Assisting positions in the area that did not require specific certifications she was lacking. She interviewed and found she had qualified for an Account Technician position with the City of Susanville. She was referred to Alliance for Workforce Development for the possibility of partnering with the City of Susanville through an On-the-Job Training (OJT). Although Angie had been working in reception with billing responsibilities for over 2 years, she was lacking the depth of experience and knowledge required to perform the Account Technician position with the City of Susanville independently.

Angie met with a CCA and completed several assessments which indicated an Account Technician position would be a good fit for her. It was determined an OJT would be helpful in order for Angie to learn the specific functions of the position and to be able to perform them independently. Job specific goals were created for her to determine her success over the length of the OJT. Angie started working on November 7th, and has successfully completed her first month of training. Angie realizes she will be expected to learn a great deal during this training period, and is self-assured in her ability to achieve this goal. At her first month’s monitoring, her employer stated, “Angie is doing an amazing job working in the Finance Department.”

Great job, Angie, and good luck with your OJT!
Cree Drake had been enrolled in the Alliance for Workforce Development (AFWD) Youth Program in Lassen county since July of this year. She had been assisted with successfully obtaining her GED and developing job search and financial literacy skills. A young parent with no work history, Cree initially had an interest in working someday as an ultrasound technician. After assessing her interests, personality, strengths, and researching the career, Cree determined that this was indeed a good occupation for her to someday pursue—several years down the road. Becoming an ultrasound technician required advanced and expensive post-secondary training.

One thing for certain: Cree had definite interest and affinity for helping others. After her Career Center Advisor (CCA) helped her with her job search and interviewing skills, the focus was on finding full time employment that allowed her to assist others. Throughout these processes, Cree’s CCA was assisting her with meeting financial literacy goals: choosing personal goals, developing a budget, and learning the ins and outs of renting a home and buying a vehicle.

Cree applied for a Sales Associate job at Walmart. Not surprisingly, she was immediately offered a position and started working in the Apparel Department. She helps customers in all of the clothing departments. A large part of the job involves answering the phone for the store. She was trained one day and the next, she handled the phone entirely by herself. Cree says it was a lot to learn at once, but now she says she “likes it a lot now that I’ve kind of got the hang of things.” Already with her budgeting skills, Cree has been able to buy a car. And, she’s looking at attending Lassen College spring semester.
AFWD America’s Job Center of California
Statistics

**Lassen County**

**Total Visitors**

7,042

**Lassen County Business Services**

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**AFWD Total Clients**

Enrolled: 504

**Unemployment Rate**

(As of: 11/30/2016)

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