

The Hydro Employee Labor Placement Team presents...

H.E.L.P. HeAdLiNeS

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The HELP Team Mission:

The mission of the HELP Team is to understand the wants and needs of all our affected employees, provide the best available resources, and to give them the confidence and skills to secure alternate employment.

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GOT TRAINING MONEY? ~ by Raquel Ramirez

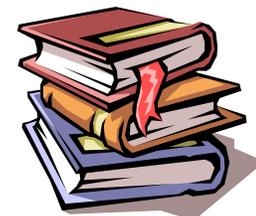
If the answer to the aforementioned question is no, have no fear. The WIA Dislocated Worker Program can help you in your training efforts!

The Workforce Investment Act (WIA) Dislocated Worker Program is a federally funded program that assists dislocated workers in securing full time employment. One of the ways the WIA DW Program accomplishes this is through the use of “re-training” dollars. This is especially helpful for those of you who are thinking about a career change or for those of you who feel you may need to “upgrade” your skills.

“Re-training” dollars can be used for **short term** training, meaning a year and a half or less. Furthermore, the school

must be a legitimate, state approved school. Please visit the website www.mycareereducation.org for a complete list of approved schools and programs in the state of Michigan. You can search by field, location, keyword, or school!

For more information about the WIA Dislocated Worker Program, contact Jenny at 616-494-8807 or visit with a WIA Dislocated Worker Case Manager on Dec. 7th from 7am-9am or 2pm-4pm in the Hydro Resource Room!



Why I'm on The H.E.L.P. Team ~ by Allison Solis

Having to manage the layoffs has been pretty tough, from a management side and a personal side. As most of you know by now, my family is personally affected by this reduction-in-force. I know first hand what it feels like to be the spouse of an affected employee and the worries that accompany an impending layoff. When we met with the State of Michigan to inform them of our mass layoff, they mentioned a program that we may be interested in, called a Joint Adjustment Committee. I knew immediately that this was something that I wanted to take advantage of. Bringing labor and management together to help those

employees and families affected by the layoffs is a win-win for everyone. I have noticed that not too many people are taking advantage of MI Works! or our Resource Room. Hopefully everyone affected will take advantage of the resources that are available. The biggest concern I have for our workers is that people will wait too long or hang on to a false hope that they will not be laid off. The best advice I can give is to plan, plan, plan, and take advantage of the services available. Anything I can do to help any of you, please stop by and see me! I want to help!

Questions & Answers

If you have questions for the H.E.L.P. Team, please submit them in the Q & A Box located in the Resource Room.

Question: How long can I get unemployment?

Answer: Up to 26 weeks. It is not likely that extensions will be granted.

Question: Are employees eligible for NAFTA Funds?

Answer: No. We are not eligible because we have not lost our business to foreign competition. While we realize that the "word" is that years ago we did qualify for this and we didn't lose business to foreign competition, the fact is and remains that our situation today does not allow for NAFTA funds.

Question: I plan to collect unemployment but I also pay child support, what do I do now?

Answer: Remember that unemployment is subject to taxes and child support (if applicable). While a maximum benefit of \$362 may seem enticing, please remember that you may not qualify for the full amount, you will be subject to taxes (federal, state, and FICA), and child support if you have a withholding order. While many people have the hope to reduce their support obligation, the FOTC will usually hold to the original order based upon earning potential. You should contact your FOTC office to inquire about support reduction or general concerns about how this will affect your unemployment benefit.

Question: How do I get money for training?

Answer: Contact MichiganWorks! to get signed up for their services. They can tell you all about the WIA (Workforce Investment Act) funding that allows you to receive free training and education.

Bottom line, contact Michigan Works! to help you finding alternate employment. Unemployment is only a temporary solution to help you out while you're looking for long term employment. For most people it will be hard to make ends meet on this income alone. You may contact a Michigan Works! Representative at 1-800-285-WORK.

JOB FAIR INFO! A representative from Louis Padnos Iron and Metal Company will be here on Monday, December 6 from 7:00 a.m. until Noon in Training Room B. Please stop by if you are interested in learning about employment opportunities (and a potential interview) with Louis Padnos!

Links! Links!! Links!!! Great On-Line Resources to Check-Out.

There are hundreds of great websites for you to take advantage of when conducting your job search. The H.E.L.P. Team has listed the links available on the Michigan Works! website below. If you are interested in using these websites but don't have access to a computer at home, please visit the Resource Room!

State Agencies:

- <http://www.michigan.gov/>
- <http://www.michigan.gov/mdcd>
- <http://www.michigan.gov/mdcs>

Local Employment Agencies:

- <http://www.michiganworks.org/>
- <http://www.servicelocator.org/>

Job Banks/Resume Systems

- <http://www.ajb.dni.us/>

Career Information:

- <http://www.michigan.gov/careers>
- <http://www.mycareereducation.org/>
- <http://www.michlmi.org/>
- <http://www.alx.org/>

Resume Writing:

- <http://msn.careerbuilder.com/Custom/MSN/CareerAdvice/>
- <http://resumes.yahoo.com/>
- <http://www.usajobs.opm.gov/>
- <http://www.acinet.org/acinet/library.asp?category=2.1>
- <http://www.careerjournal.com/jobhunting/resumes/index.html>

Cover Letter Composition:

- <http://www.hotjobs.com/htdocs/tools/resumes/index-us.html>
- <http://msn.careerbuilder.com/Custom/MSN/CareerAdvice/>

Employer/Business Locator:

- http://www.acinet.org/acinet/emp_start.asp

Job Interviewing:

- <http://www.acinet.org/acinet/library.asp?category=2.1>
- <http://msn.careerbuilder.com/Custom/MSN/CareerAdvice/>

Salary Negotiation Tips:

- <http://www.acinet.org/acinet/library.asp?category2.1>
- <http://msn.careerbuilder.com/Custom/MSN/CareerAdvice/>
- <http://www.careerjournal.com/jobhunting/negotiate/index.html>

First Job: Job Search Guides:

- <http://www.michworks.org/mtb/pages/resources/JOBAPPL-2.htm>
- <http://www.michworks.org/mtb/pages/resources/JOBKEEP4.htm>

**More H.E.L.P.
is on the Web @
www.michworks.org!**