

## Free Job Search Assistance & Employment Programs

Program	Phone	Location	Services & Website
<b>Centro Hispano</b> of Dane County	(608) 255-3018	2403 Cypress Way Madison WI 53713	Services include searching and applying for jobs online, resume creation, practicing for interviews, and creating pathways for the next educational and workforce steps <a href="http://micentro.org">Workforce &amp; Careers - CENTRO HISPANO (micentro.org)</a>
<b>Certified Direct Care Professional (CDCP)</b> Wisconsin Department of Health Services	(920) 465-2315 press 2	Online training	Free self-paced online curriculum that includes direct care topics to become certified direct care professionals.  <a href="https://www.wiscaregivercdcp.com/">https://www.wiscaregivercdcp.com/</a>
<b>Computer Labs</b> by Lussier Community Education Center	(608) 833-4979	55 South Gammon Rd. Madison, WI 53717	Computer lab with public Internet access. Job Clinics occur occasionally.  <a href="https://lcecmadison.org">https://lcecmadison.org</a>
<b>Dept. of Vocational Rehabilitation (DVR)</b>	(608) 261-0050 Or toll free (800) 442-3477	Dane County Job Center 1801 Aberg Ave. Madison, WI 53704 Or 7633 Ganser Way #203, Madison, WI 53719	A Federal/State program designed to obtain, maintain, and advance employment for people with disabilities. Provides an array of services to eligible individuals which may include: career counseling, job search assistance, rehabilitation technology, vocational and other training, etc.  <a href="https://dwd.wisconsin.gov/dvr/">https://dwd.wisconsin.gov/dvr/</a>

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<b>Employment Search Assistance</b> by Catholic Multicultural Center	(608) 441-3257	Catholic Multicultural Center 1862 Beld St. Madison, WI 53713	Offers a variety of employment search assistance services, such as: resume writing, filling out applications, cover letters, computer lab, ESL classes, food service job training, etc. Tuesday 10:00am to 3:00pm, Thursday 12:00pm to 5:00pm. Assistance is available in-person or by phone. For assistance outside of these hours, please call Lilliam Post at 608-441-3257 to make an appointment. Office hours are Tuesday through Friday 9:00am to 5:00pm  <a href="https://cmcmadison.org/">https://cmcmadison.org/</a>
<b>HIRE Initiative</b> by United Way of Dane County	211 or (608) 246-4350	2059 Atwood Ave. Madison, WI 53704	Offers programs to help with getting a GED and/or learning the skills to get a job. Supports job training programs. Focus on individuals that are ages 18+ without a High School Diploma and who are seeking employment.  <a href="https://www.unitedwaydanecounty.org/get-help/hire/">https://www.unitedwaydanecounty.org/get-help/hire/</a>
<b>Job Center of Dane County</b>	(608) 242-4900	1819 Aberg Ave. Madison, WI 53704	WI Job Centers help people look for and get jobs. Services are offered as self-service or guided by staff and may include: job search skill development, resume reviews, mock interviews, job fair or hiring events, career counseling, job training, re-entry, etc. Computers available. Open: Monday-Friday 8:00am-4:20pm.  <a href="https://www.scwijobs.com/dane/">https://www.scwijobs.com/dane/</a>
<b>Job Shop</b> by Joining Forces for Families and Common Wealth	(608) 516-5332	Meadowood Neighborhood Center 5734 Raymond Rd. Madison, WI 53711	Job search assistance workshop which offers individual consultation to help people with job search, resume writing, and application completion. Computers, faxing, and copying available. Runs every Wednesday from 9am-1pm.  <a href="https://cwd.org/workforce-development/adult-employment/job-shop/">https://cwd.org/workforce-development/adult-employment/job-shop/</a>

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<b>Just Bakery</b> by JustDane	(608) 220-1690	1708 Thierer Road Madison, WI 53704	Just Bakery utilizes the National Restaurant Association's "ManageFirst" curriculum, teaching hospitality and restaurant management, supervision, cost control, nutrition, and ServSafe to our students, as well as intro to baking hands-on in our commercial kitchen. This curriculum allows students to earn up to 12 college credits and gain automatic acceptance into the Madison College Culinary Program. Students also receive sales and marketing experience by working side by side with program staff in a variety of sales venues, learning customer service skills and front of the house skills.  <a href="https://justdane.org/just-bakery/">https://justdane.org/just-bakery/</a>
<b>Launchpad</b> By Goodwill of South Central Wisconsin	608-246-3140 or 608-246-3140 ext 1168	1302 Mendota St, Madison, WI 53714	Launchpad aims to assist individuals in overcoming employment barriers by offering hands-on experience, professional development, and personalized support for a transition to sustainable employment. In collaboration with Forward Service Corporation, which supports the Transitional Jobs Program, Launchpad provides direct referrals and connects individuals seeking to advance their careers with employment support services.  <a href="https://goodwillscwi.org/community-programs/launchpad/">https://goodwillscwi.org/community-programs/launchpad/</a>
<b>Madison Writing Assistance</b> UW-Madison Writing Center	(608) 616-0695	Madison Public Libraries or online	The Madison Writing Assistance (MWA) program offers free, one-to-one writing support for community members at library branches throughout the city. The friendly, experienced writing coaches are happy to help with writing projects across a wide range of genres, including resumes, cover letters, application essays, grant proposals, fiction writing, memoirs, and more.  <a href="https://writing.wisc.edu/mwa/">https://writing.wisc.edu/mwa/</a>

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<b>McKenzie Regional Workforce Center</b> Boys & Girls Club of Dane County	(608) 257-2606	5215 Verona Road, Fitchburg, WI 53711	Skilled Trades Training Program—a program designed to educate and support interested youth to pursue careers as plumbers, carpenters, HVAC technicians, electricians, and more. Here, partners and volunteers will train hundreds of young people in the skilled trades.  <a href="https://bgcdcbuilds.org/">https://bgcdcbuilds.org/</a>
<b>Sunshine Resource Lobby</b> by Sunshine Place	(608) 825-3875	18 Rickel Road, Sun Prairie, WI 53590	Provides direct access to computers, printing, faxing, and use of a public telephone. Volunteers assist clients with creating resumes and cover letters, applying for jobs and internet access. Monday – Friday, 9 a.m.-3 p.m.  <a href="https://sunshineplace.org/services/human-services/#resourcecenter">https://sunshineplace.org/services/human-services/#resourcecenter</a>
<b>Urban League of Greater Madison</b> Center for Economic Development & Workforce Training	(608) 729-1200	Villager Mall 2222 S. Park St. Suite 200, Madison, WI 53713	Offers a broad array of career assessment, training, coaching and placements services tailored to high demand industries and occupations. They also offer strong connections to employers through a preferred network of business partners. Prepared to complete membership application  <a href="https://ulgm.org/">https://ulgm.org/</a>
<b>Urban League of Greater Madison Park Edge/Park Ridge</b> Southwest Madison Employment Center	(608) 620-8714	1233 McKenna Blvd., Madison, WI 53719	Services offered include: Job Readiness Classes, Job Leads, Career Academies, Computer Lab, Application Assistance, etc.  <a href="https://ulgm.org/employment-programs/pepr/#">https://ulgm.org/employment-programs/pepr/#</a>
<b>Wisconsin Apprenticeship</b> Department of Workforce Development	(608) 266-3131	201 E. Washington Ave P.O. Box 7946 Madison, WI 53707	Apprenticeship is an industry-driven training model that combines on-the-job learning with job-related instruction. As an "earn and learn" model, apprentices are employed and earn wages from the first day on the job.  <a href="https://dwd.wisconsin.gov/apprenticeship/">https://dwd.wisconsin.gov/apprenticeship/</a>

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<b>Wisconsin Regional Training Partnership (WRTP)</b> Big Step	(608) 255-0155	2829 Perry St. Ste 205 Madison, WI 53713	Nonprofit workforce intermediary dedicated to connecting people to family-sustaining jobs  <a href="https://wrtp.org/">https://wrtp.org/</a>
<b>WISE</b> WI Senior Employment Program	(608) 242-4897	Dane County Job Center 1819 Aberg Ave. Suite C Madison, WI 53704	A training Employment Program for unemployed low-income older adults who are age 55+. Work training consists of entry level type work that helps you get back into the flow of working and improve your skill level.  <a href="https://www.dhs.wisconsin.gov/wise/gwaar.htm">https://www.dhs.wisconsin.gov/wise/gwaar.htm</a>
<b>Workforce Development &amp; Employment Support</b> Latino Academy	(608) 310-4573	2909 Landmark PI Suite #203 Madison, WI 53713	The Latino Academy provides employment support in the form of assisting with creating or updating resume and preparing for a job interview. They also provide free workforce development courses like Transportation Training and CDL Training.  <a href="https://www.latinoacademywi.org/book-appointment">https://www.latinoacademywi.org/book-appointment</a>
<b>YWeb Career Academy</b> By YWCA Madison	(608) 257-1436	YWCA Empowerment Center 2040 S. Park St. Madison, WI 53713	Employment service program that trains women and people of color to become web developers or designers. Training sessions last 3 months and include: technical skills, employability skills, internships, and on the job training. Google IT Support Professional Certificate Program. Apply on-line.  <a href="https://www.ywcamadison.org/what-were-doing/employment-transit/yweb-career-academy/">https://www.ywcamadison.org/what-were-doing/employment-transit/yweb-career-academy/</a>

#### General Job Search Websites

[www.indeed.com](http://www.indeed.com)  
[www.Linkedin.com](http://www.Linkedin.com)  
[www.usajobs.com](http://www.usajobs.com)  
[www.wisc.jobs](http://www.wisc.jobs)  
[www.ziprecruiter.com](http://www.ziprecruiter.com)



2865 North Sherman Avenue  
Madison, WI 53704  
608-240-7400  
[www.daneadrc.org](http://www.daneadrc.org)

### **Temporary agencies or “Temping”**

Another free job assistance option is utilizing a Temporary Agency or “temping”. Temporary agencies specialize in finding short-term job/labor opportunities and sending qualified candidates to interested companies. The ADRC does not endorse or recommend any specific Temporary Agencies, but there are several in the Dane County area that you might find via internet searches. Temping opportunities or short-term work gigs are also offered on different phone applications like People Ready or GigSmart.