

WorkReady Partners



Central/Western Maine
WorkforceInvestment Board**

Mid-Maine Chamber of Commerce**

Lawrence Adult Education

Mid-Maine Regional Adult
Community Education

RSU #54 Adult & Community
Education

Somerset Economic Development
Corp.

United Way of Mid-Maine**

Waterville Public Library

Local Businesses/Agencies

***Provides funding*

Other funding for Employment Services/WorkReady

DHHS Community Service
Block Grant

Wal-Mart Community Giving
Redington Fairview General Hospital



Contact Employment Services

Dana Hamilton
Employment Services Coordinator
Kennebec Valley Community Action Program
97 Water Street
Waterville, ME 04901

Phone: 207-859-1584
or 1-800-542-8227 ext 1584

Fax: 207-873-0158
E-mail: danah@kvcap.org

Kennebec/Somerset Transition Team
Community Resource Guide for Job Seekers
[www.kvcap.org/document_upload/
KenSomTransitionGuide2012.pdf](http://www.kvcap.org/document_upload/KenSomTransitionGuide2012.pdf)

Employment Services

Looking for employment?
Not sure where to start?
We can help!



207-859-1584 or 1-800-542-8227
www.kvcap.org

Employment Support Services

One-on-one support to unemployed, under-employed and displaced workers, including provision of information, education, and referrals, depending on individual needs and interests.



Job Fairs



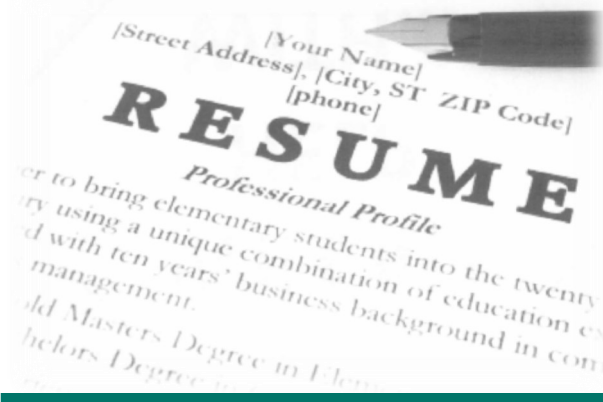
- Information on upcoming Job Fairs including mini-fairs at the Waterville Public Library
- Preparation for Job Fairs - Learn to make a great impression!



WorkReady is an extensive 80-hour training program designed to teach employability and basic computer skills to trainees hoping to move forward with a career. Local adult education programs collaborate with key partners, including KVCAP, to offer this program. For more information contact your local adult education program or KVCAP.

We can help with:

- Resumes/cover letters
- Online applications
- Job interview skills
- Setting up an email account
- Creating an Employment Plan
- Overcoming barriers to employment



The Ken-Som Transition Team

- Serves as a provider of information, resources and support to people who have been laid off from work.
- Works closely with Maine Department of Labor's Rapid Response Team to provide informational workshops and other resources based upon the needs of the workers.
- Maintains an updated Community Resource Guide for Job Seekers.
- Assists in the coordination of area job fairs.
- Updates members about job lay-offs in the service area as well as other events, trends and activities that affect job seekers and their families.

Contact Us

Waterville - Office visits available on Monday, and Wednesday - Friday at the KVCAP Waterville office located at 97 Water Street - call Dana Hamilton to schedule an appointment.

Office visits are also available on Tuesdays at the Waterville Public Library located at 73 Elm Street. Call 680-2603 to schedule an appointment.

Other locations - The Employment Services Coordinator is available to provide workshops and one-on-one support in other locations throughout Northern Kennebec and Somerset Counties, by prior arrangement.