

Ways to Find Employers

- 1 Network for Referrals** - Develop your network list of family, relatives, friends, neighbors, and other people you know. Ask each for job leads as well for the names of people who might know of job leads.

- 2 Read and Answer Internet and Newspaper Ads** - Many jobs are advertised on the Internet and in the newspaper. You should answer the ads quickly to be considered for an interview.



- 3 Read and Use the Yellow Pages (Online or Phonebook)** - This is an excellent tool to use. The yellow pages will give you a listing of all the employers in the area as well as a breakdown by specialty areas.

- 4 Go to Job Fairs** - Job fairs and career days are sponsored by schools, colleges or other organizations. Watch for advertisements about these events.

- 5 Contact Community Agencies** - There are many community agencies that can help people find jobs. Contact your school, Department of Rehabilitation, State Employment Office, college, or training program for information about agencies that could help you.

- 6 Use the Job Bank at the State Employment Office** - Use the computerized job bank in the Employment office to see what job opportunities are available. There are also trained employment counselors to help you with your job search.

- 7 Read Trade Magazines and Directories** - Most industries publish a magazine or journal and a directory of businesses. You can find these in the public library or online. There are publications for hospitals, stores, banks, hotels and other businesses.



Job-Seekers Skit Guide

Make up a five-minute skit that will show how to find an employer. Use any of the methods from the **Ways To Find Employers** handout.

1. Bob would like to work in a sporting-goods store as a salesclerk and later move up into store management.
2. Gary would like to repair car transmissions. Gary completed training and would like to work in a small shop with only two or three other mechanics.
3. Jessie would like to start as a nurse's assistant in a doctor's office or small medical center. She finished her training and is ready to work.
4. Maria would like to work as a designer in a floral shop. She finished training and wants to work in a large floral shop arranging flowers for weddings, parties, business and other events.

Follow the outline below to write your skit:

Name of skit: _____

Name the characters in your story: _____

What props will you need to tell your story? _____

Write the script for your skit, including the set up for time, place and situation, the dialogue for each character, the actions of the characters and the props each character will use.

Names: _____

Skit Critique

Each student will critique and evaluate their own group as well as one other group assigned by the teacher.

Name of Skit: _____

The skit for this group:	Group Rating				
	poor	okay			excellent
Held my attention	1	2	3	4	5
Had interesting characters	1	2	3	4	5
Had a good story line	1	2	3	4	5
Helped me understand how to use the job search method	1	2	3	4	5

Add the numbers for a total score: _____ Find percentage: _____

Name of Skit: _____

The skit for this group:	Group Rating				
	poor	okay			excellent
Held my attention	1	2	3	4	5
Had interesting characters	1	2	3	4	5
Had a good story line	1	2	3	4	5
Helped me understand how to use the job search method	1	2	3	4	5

Add the numbers for a total score: _____ Find percentage: _____

Grading:

A = 90-100%

B = 80-89%

C = 70-79%

D = 50-69%