

## WORKFORCE READINESS CLASSES IN CENTRAL IOWA

### 1. LUTHERAN SERVICES IN IOWA

3200 University Avenue, Des Moines, IA  
Contact: Nicholas Wuertz, Phone: 515-271-7443

#### **Work Wise**

120 hours of instruction.  
5 weeks, M-T, 9 am – 4 pm with one hour lunch.  
Yearly Capacity: 4 classes of 15 students = 60 total students in one year.

#### **Work Readiness**

40 hours of instruction.  
5 weeks, Monday – Thursday from 1-3 pm.  
Yearly capacity: 8 classes of 15 = 120 students

Contact: Nick Wuertz

Challenges: Capacity to add more classes because of funding. Unable to meet the current demand.

English language requirement: Not required

*Attachment 1*

### 2. EVELYN K. DAVIS CENTER for Working Families

801 University Avenue, Unit 3, Des Moines, IA  
515-697-7700

Job search assistance  
Short term certificate training  
Creation of employment plans  
Resume preparation assistance  
Job preparation/orientation  
Basic literacy  
Job Interview preparation  
Adult basic education  
Career readiness certificate  
Job placement  
Digital literacy  
Career assessments

*For more information on class schedules and availability visit [www.evelynkdaviscenter.org](http://www.evelynkdaviscenter.org)*

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**Employment subcommittee Partners:** Bureau of Refugee Services, Lutheran Services in Iowa, Central Iowa Works, Iowa Workforce Development, Catholic Charities Refugee Resettlement Program, Association of Business and Industries, Manpower, United Way, DMACC, Greater Des Moines Partnership, Office of Asian and Pacific Islander affairs and Evelyn K Davis Center

### 3. IOWA EMPLOYMENT SOLUTIONS (IES)

430 E Grand Avenue, Des Moines

Iowa Employment Solutions @ DMACC is a service of the State of Iowa, and is administered by Des Moines Area Community College (DMACC). IES offers programs and services to help unemployed and underemployed central Iowans to find meaningful and rewarding work.

<http://www.iowaemploymentsolutions.com/>

IES services are available for low-income adults who are receiving public benefits such as SSI, Food Stamps, FIP or Medicaid and dislocated workers (job loss through no fault of their own) with short term (up to 2 years) of training, including certificate programs or college degrees.

#### Services

- One on one pre-employment assistance
- Job Readiness Training
- On the job training
- Support services: clothing and shoes, personal counseling, transportation, child care etc.

Contact: Sue Ayers at 515-281-9625.

4. **CENTRAL IOWA WORKS:** is a public private partnership launched in 2008 to strengthen and support sectoral workforce development efforts in Central Iowa in the areas of **Advance Manufacturing, Energy/construction, Financial Services and Health care**. CIW has a unique advantage of having relationships between both employers and employees contributing to the success of their targeted training programs to meet the needs of the employers.

1111 9th St., Ste 100

Des Moines, IA 50314

(515) 720-0969

<http://centraliowaworks.org/>

Contact: [Soneeta@centraliowaworks.org](mailto:Soneeta@centraliowaworks.org)

[pat@centraliowaworks.org](mailto:pat@centraliowaworks.org)

### 5. IOWA WORKFORCE DEVELOPMENT

IowaWORKS - Central Iowa Office

430 East Grand Avenue Des Moines, IA 50309-1920

Phone: (515) 281-9619

Iowa Workforce Development offers a number of workshops geared towards helping individuals finding the appropriate jobs.

Details of all the workshops, calendars, job fairs and classes are found in their website.

<http://www.iowaworkforce.org/region11/desmoines.htm>

All workshops are held at the Iowa Workforce Center, located at 430 East Grand Ave, Des Moines, IA, 50309, unless otherwise noted on the schedule.

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## 6. OAKRIDGE NEIGHBORHOOD

1401 Center St, Des Moines, IA 50314  
515-244-7702

[www.oakridgeneighborhood.org](http://www.oakridgeneighborhood.org)

In partnership with the Iowa Workforce Development, Oakridge neighborhood offers two classes/workshops a month on Wednesdays from 6-8 pm, in their facility for employable adult clients.

**A-Game:** Improving your personal skills for employment. Topics include appearance, accountability, attendance, ambition, attitude, acceptance and appreciation.

**Workin' it out** - Conflict management strategies.

**Colors** – identifying your own personality and understand how to interact with other personality colors.

**Computers** –Basic computer operations.

Work Readiness class: M-F – 10:00 am to 3:00 pm

Details of all these classes are available in the IWD website:

<http://www.iowaworkforce.org/region11/WorkshopDescriptionList.pdf>

## 7. GOODWILL CONNECTION CENTER

Southridge Mall, 1111 East Army Post Road, Des Moines, IA 50315  
Justin Bogers: 515-953-6456

One-on-one career/job development assistance

Career Plan development

Resume/cover letter preparation assistance

Connections to local employers, career fairs, hiring events

Financial literacy/wellness workshops

Employment preparation workshops – resume, interview, customer service, positivity

Job Interview preparation – mock interviews and workshops

National Career Readiness Certificate testing site and preparation site

Digital literacy – assessments, classes (basic, Word, Excel, Outlook, internet job search, etc)

Career assessments and Workplace competency assessments

<http://www.dmgoodwill.org/our-services/goodwill-connection-center/>

## 8. ST. VINCENT DE PAUL --NEW

1426 Sixth Avenue, Des Moines  
Contact: Andrew Gross at 515-282-8327, ex. 17

### Services

- One on one employment assistance
- Career Ready 101 orientation, including literacy assessment and free online literacy class, along with open lab for tutoring.
- National Career Readiness Certificate (NCRC) assessment

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- Referral to Iowa Works and DMACC, including the Workforce Training Academy, where many qualify for free classes.
- Emergency funding of rent and/or utilities
- Free babysitting available for parents attending class

**\*\* Class schedules and availability is subject to change, please contact individual organization for the most current schedules. If you are aware about other classes offered in Des Moines that is not listed here please let us know at [capi@iowacapi.org](mailto:capi@iowacapi.org).**

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