

## Job Club of Oregon

At JOB CLUB of Oregon (JCO) we offer multiple classes that are focused on how to help others become more self sufficient and productive when actively seeking employment opportunities.

Some of the services that are available include individual career and personality assessments, resume writing, interviewing skills, seminars and more. All classes and individual sessions are taught by trained industry professionals and the level of services provided will vary dependent upon the individual or group need.

To effectively empower them we also provide a networking environment twice a week at a minimal cost that includes a group of peers assisting each other by offering suggestions, advise and opportunities along with one of our trained staff members available for guidance and questions and answers as they arise.



Colonial Plaza  
1049 SW Baseline  
Bldg C # 375  
Hillsboro, OR 97123



Your Job Tomorrow...



...Is Our Job Today

### Job Club's Philosophy

*We believe that by assisting individuals with employment resources we provide them with the opportunity to be self supporting as they continue on their new path of personal and professional development.*

Colonial Plaza  
1049 SW Baseline Bldg C # 375  
Hillsboro, OR 97123  
Phone: 503.640.1996 Fax: 503.640.1995  
[www.jobcluboforegon.com](http://www.jobcluboforegon.com)

## Outplacement Services

Companies and corporations usually retain Job Club of Oregon for outplacement services as part of a severance package for their employees. Our services are intended to guide individuals whom are currently in employment transition and provide them with the tools they need to help increase each individual's overall employability.

These services include:

- Complete career assessments
- Professional resumes and cover letters
- Development of individual career plan
- Interviewing skills
- Individualized networking and self marketing approaches
- Ongoing communication with personal career counselor.
- Job retention recommendations once employment has been achieved
- Free admission into networking groups

## Group Seminars

Our employment seminar is for any individual who would like to establish new job search skills or improve upon existing ones. The seminar will cover topics such as resume writing, interviewing skills, applications, job retention, networking and more.

## JCO Staff



### Dorothe Wilms Jangala

*dorothewj@directlabor.com*

Dorothe has over thirty years of experience in the employment field. She is an expert in looking for and finding work. She began her career as an Employment Specialist with Snelling and Snelling in 1979, and has worked every aspect of employment. She has been a head hunter, a technical recruiter, an Employment Specialist with the State of Oregon and has owned Direct Labor, a full service temporary agency since 1997. Her experience covers educating others on the application process, resumes, interviewing, job retention, networking and more.

### Staci Wilson

*staciw@directlabor.com*

Staci has been responsible for the staffing of multiple companies throughout her professional career and has also taught in depth classes on resume writing, interviewing skill and career development plans for such companies as Intel and Goodwill. She is also our resident computer expert and will be providing education on how the Internet can be used as a powerful resource during the job search process.



## Individual Services

### Resumes

In today's economy, a professionally written resume could make the difference between getting an interview or being passed over. Landing a job is 70% presentation and 30% skills and abilities. Our experienced staff will work with you directly to ensure you leave with the most powerful marketing tool available to you when applying for that next job opportunity.

### Career Assessments

Career assessments are tools that are used to empower individuals with detailed information about 'who' they are personally and professionally. Once the assessment is complete, individual strengths and weaknesses are outlined and will help identify the direction and tools necessary when actively seeking a new career/job.

### Career Coaching

For some individuals, a direct 1x1 approach is a more appropriate learning environment as opposed to a seminar/group setting. Our career coaches are trained individuals whose purpose is to help you acquire all the tools necessary when actively seeking employment. This includes but is not limited to résumé writing, interviewing skills job search tools and more and act as your mentor during this process.

