Make Work, Work

broadscope
DISABILITY SERVICES

Monthly Resources & Employment Information in Your Community | February 2024

Upcoming Events

owen's place

Broadscope is heading to **Owen's Place** on February 28 from 12-2 for **Employment Drop-in Hours**! Stop by to work on building a resume, writing a cover letter, improving your interview skills, or to get assistance on anything related to your job search.

Owen's Place is located at 4610 W Fond du Lac Avenue

This event is free to attend and open to everyone!

No past work experience? No problem!

If you are over 18 years old and looking for a job that doesn't require past job experience, it can be tricky to find employment.

A good starting place would be to look at food service and hotel jobs. Companies like Culvers and McDonalds are willing to hire people without experience. They are also great places to work that teach customer

Finding a job while in high school

If you are under 18 years old, it can be difficult to find a job that will hire teenagers. We took a look at the most common jobs for teenagers. Food service jobs are popular for high school students. Companies like McDonalds and Noodles & Company hire people at age 16 or older.

Babysitting is a great job for teenagers, but it's important to understand how to take care of infants and young children. The American Red Cross offers courses on Babysitting Basics, First Aid, and CPR. To see the classes offered, click **here.**

It's important to understand the laws that protect minors in the workplace. Teenagers between the ages of 12-15 are required to have a **work permit** before they start working. There are some exceptions to needing a work permit, like volunteering or babysitting. Minors cannot work more than 6 consecutive hours without a 30-minute meal break. More information about Wisconsin Employment of Minors can be found **here.**

For anyone looking to get experience and build skills before finding a job, volunteering is a great option. As a volunteer, you are able to get experience working with others, build skills, and give back to the community. United Way of Greater Milwaukee and Waukesha County has a **volunteer portal** to help people find opportunities in the area.

Some current volunteer options are reading to young children at Next Door's Books for Kids program, helping collect garbage and do landscaping tasks at St. Joseph Academy, and assisting residents with music groups and arts and crafts at VMP Manor Park.

service, multi-tasking, and organizational skills, in addition to having opportunities for growth within the company.

Even if you don't have job experience, you can always pull from other experiences when looking for a job.

Volunteer positions, school clubs, and even working on group projects in school are great experiences to have before finding a job. If you ever joined a school club or sports team, or worked on a group project, you have utilized problem solving, creative thinking, leadership, and communication skills. Before applying to a job or going to an interview, reflect on your school experiences to figure out how you have used these skills.

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Computer Skills

In the newsletter last month, we talked about where you can go to use a computer in Milwaukee County, if you don't have one at home. There are also resources in the county for learning how to use computers and strengthen your technology knowledge.

Milwaukee Public Library offers different computer classes every week. Some classes include Tech-splanation, Career Navigation Job Help, and Back to Business in the Business Commons – Microsoft Work and Excel.

Employ Milwaukee has four week course on Digital Literacy. The course is offered to Milwaukee residents at no cost, but it must be attended in person at 2341 N. 27th Street. Topics covered are exploring the Internet, learning how to use Email, and using Microsoft Office apps.

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