

**Introductory Video**

**Video**

1. Tight shot of host on camera

**Audio**

So you're making a job change.

Whether you were downsized, right-sized, laid off or just decided it's time to do something different, finding a new job can be stressful ... very stressful.

- 2.

But fortunately you don't have to do it alone.

There's lots of help available. Help with training you might need to build your skills. Help with searching for a job, and help with preparing you to make a good impression when you apply for that job.

- 3.

There are organizations that can provide you with money to prepare you for employment and to advance your education. And if you're thinking about starting your own company, there's help for that too.

**Video**

4. Cut to wide shot, showing that the host is standing on the classified ad graphic with the topic buttons  
  
Highlight each of the topics one at a time
  
5. Click on a topic and change the background to one list of service providers
  
6. Click on a service provider and add an inset image of one of the fact pages
  
7. Change inset image to one of the additional information sheets
  
8. Change inset image to a provider website

**Audio**

You'll find all of that information right here. There are eight different topics available, with information of interest for everyone who's preparing for or searching for their next job.

Click on any one of the topics to learn more about it. Take a look at whichever topics are of interest to you by clicking on them.

For each topic, you'll find a list of service providers or websites that are available.

Click on any one of the service providers, and you'll get a fact sheet that tells you about what they can do for you.

For some of the service providers, you'll find additional information that you can view or print.

And most of the service providers also have a website you can visit. If you're viewing this DVD on a computer connected to the internet, click on the link to go to their website.

- Video**
9. Back to the classified ad background
  10. Looping video of talent “waiting” for a button click.

**Audio**

Now, start clicking around this DVD and explore all of the resources that are available. I think you’re going to be surprised at how much help you have with your job search.

Good luck!

**Production notes:** Have the talent in approximately the same position at the start and end of each video so that the transition from looping video to action video is less apparent.

Each of the following videos should appear only on the first click of any of our eight segment buttons. We may also want to add a small button for each segment that allows the user to replay the introduction video.

**Finding a Job (A)**

- Video**
1. Host on camera with a newspaper
  - 2.

**Audio**

Not so long ago, just about the only way to find a job was through the newspaper’s classified section. That’s still a good place to start your job hunt, but today you have many more resources available.

There are websites you can visit that list job openings. Some just show a list of jobs available, but others help you find jobs that exactly match your skills and interests.

<b><u>Video</u></b>	<b><u>Audio</u></b>
3.	There are also agencies and organizations that are there to help match people like you with job openings in your area.
4.	Beyond just finding a job, these agencies can also show you how to search for jobs and teach you how to be better at applying for them, including resume writing skills.
5.	And while you're searching for a job, you could consider doing some volunteer work that just might lead to a job.
6. The talent gestures towards the Finding a Job button, which highlights	You'll find information on all of these topics in the Finding a Job section.
7. Service Providers:  The Employment Source <ul style="list-style-type: none"><li>◆ Workshop Information-Stark &amp; Tuscarawas Counties</li><li>● Volunteering as a job-hunting tool</li><li>● Mature Services</li><li>● List of area One Stop Career Centers</li><li>● Internet job search sites (list)</li></ul>	

**Getting a High School Diploma or GED (B)**

<u>Video</u>	<u>Audio</u>
1. Talent on camera	You may not need a high school diploma or GED to get an entry level job, but WITH a diploma or GED you can certainly get a better job that will pay more.
2. The talent gestures towards the Getting a High School Diploma/GED button, which highlights	If you do want to get something better than a minimum wage job and don't have your diploma or GED, you don't have to go back to traditional high school to get it. Instead, you can contact one of the many agencies in the area where you can earn your High School diploma or GED. You can learn about them by clicking on Getting a High School Diploma or GED.

**Video**

**Audio**

**3. Service Providers**

High School Diploma

- Canton City Schools Adult Evening High School
- Choices

GED

Buckeye Career Center Adult Basic and Literacy Education

- Canton City Schools Adult Basic and Literacy Education
- Massillon City Schools Adult Basic and Literacy Education
- Stark County Community Action Agency Families in Partnership
- Stark County Educational Service Center - Adult Basic And Literacy Education

**Continuing Education (C)**

<u>Video</u>	<u>Audio</u>
1. Talent on camera	If you already have your high school diploma or GED and want to get some practical training that will get you a better job with real career potential, then you should think about taking some continuing education courses.
2.	This isn't just book work. You can attend classes that will teach you practical skills that lead to earning a certificate or license for jobs like nursing, medical assistant, home health aide, auto mechanic, childcare, computer technician and lots of others.
3.	If you're a professional who wants to acquire some additional skills or need to keep your certifications current, there are also continuing education classes in areas like Six Sigma and Lean Manufacturing, OSHA certifications, and more.
4. The talent gestures towards the Continuing Education button, which highlights	Area colleges, universities and adult education centers all offer this kind of practical training. Click on the Continuing Education button if you'd like to learn about them.

**Video**

5. Service Providers:
- Alliance Career Center
  - Buckeye Career Center
  - Canton City Schools Adult Career and Technical Education
  - Kent State University – Stark
  - Kent State University – Tuscarawas
  - R G Drage Adult Education
  - Stark County Community Action Agency Families in Partnership
  - Stark State College of Technology

**Audio**

**College Courses/Degree Programs (D)**

**Video**

1.

**Audio**

More education means better jobs. It's a simple fact. People with college degrees earn more than people who don't have them.

We're very lucky to have six colleges or universities in our area. Whether you're interested in earning a two-year or four-year degree, and whether you want to attend full-time or part-time, one of our area colleges probably has the courses or a program to meet your needs.

<u>Video</u>	<u>Audio</u>
2.	Of course, college can be expensive. But for some jobs that are in high demand, there's actually funding available to help you pay for your education.
3. The talent gestures towards the College Courses and Degree Programs button, which highlights	You can learn more about our area colleges and universities, and see what they have to offer, in College Courses and Degree Programs.
4. Service Providers <ul data-bbox="332 911 678 1234" style="list-style-type: none"><li>• Kent State University – Stark</li><li>• Kent State University - Tuscarawas</li><li>• Malone College</li><li>• Mt. Union</li><li>• Stark State College of Technology</li><li>• Walsh University</li></ul>	

**Scholarships / Financial Aid (E)**

<u>Video</u>	<u>Audio</u>
1.	<p>Most job seekers are currently out of work and don't have much, if any, money coming in. That can make searching for a job even harder.</p> <p>But there are many sources of funds to help you get the training you need to prepare for a job, and to actually help you search for a job. Most of this funding comes from the local, state or federal government.</p>
2. The talent gestures towards the Scholarships and Financial Aid button, which highlights	<p>If you'd like to find out if YOU can get some financial help for education, training or job search, click on Scholarships and Financial Aid.</p>
3. Service Providers <ul style="list-style-type: none"><li>• FAFSA</li><li>• Ohio Rehabilitation Services Commission</li><li>• Trade Adjustment Assistance &amp; Trade Readjustment Assistance</li><li>• Workforce Initiative Association Scholarship Program</li><li>• Relocation websites [list]</li></ul>	

**Career Decision Making (F)**

<u>Video</u>	<u>Audio</u>
1. Talent on camera	As you're searching for a new job, maybe you're undecided about the best next career step. Do you want to do the same kind of job you used to do, or are you thinking about following a new career path?
2.	Before you make that decision, you should try to find out what jobs are good possibilities for you. You need to discover your personal strengths and weaknesses, and learn what kinds of jobs are suited to your skills and personality.
3.	There are people who can help you figure out which jobs or careers you're likely to do well in, and which ones are probably not a good match for you.  They can also help you with career life planning ... looking at your skills, comparing them with the available job opportunities and then creating a plan to help you make the transition to a new career.
4. The talent gestures towards the Career Decision Making button, which highlights	Here's where to look for information about Career Decision Making.

**Video**

5. Service Providers
- The Employment Source
  - List of Adult Education and Colleges/Universities
- Career Exploration websites

**Audio**

**Starting a Business (G)**

**Video**

1. Talent on camera
- 2.

**Audio**

After losing a job, many people decide that they're tired of working for other people. Instead, they want to be their own boss and start a business.

Owning and running your own business can be very rewarding, but it's hard work ... and it's not for everyone. In addition to providing your service or product, you need to take care of your sales, advertising, accounting and all of the other things you need for a successful business.

**Video**

3. The talent gestures towards the Starting a Business button, which highlights

4. Service Providers

- Community Services of Stark County, Inc.
- The Ohio Small Business Development Center – Kent State University Stark
- The Ohio Small Business Development Center – Kent State University Tuscarawas
- SCORE
- Urban Hope Ohio – Goodwill Industries

**Audio**

Before you try to launch a business, make sure it's the right move for you. And when you're ready to start your business, get the advice and help of people who know how to get a new company up and running.

You can find those people in Starting a Business.

**Community Support Services (H)**

**Video**

**Audio**



**Video**

**Audio**

**3. Service Providers:**

Job Loss Sheet

- Healthcare Options
- Utility assistance programs (list)
- Mental health services [list]  
– Stark & Tuscarawas counties
- Goodwill Industries of Greater Cleveland And East Central Ohio, Inc.
- Ohio Rehabilitation Services Commission
- Stark County Department of Job and Family Services
- Tuscarawas County Department of Job and Family Services
- Information & Referral for Tuscarawas County
- Information & Referral for Stark County