

The **“Navigator Program”** is designed to assist persons with and without disabilities to access, facilitate and navigate the One-Stop System. The program provide relevant, internal training to staff, with the goal of helping job seekers become competitively employed and “retained on the job.”



SOUTH BAY ONE-STOP BUSINESS & CAREER CENTERS

conveniently located at the following addresses to better serve you:

Inglewood Adult & Youth Services

Serving—Inglewood, Hawthorne,
Lawndale, El Segundo
110 South La Brea Avenue
Inglewood, CA 90301
(310) 680-3700 Fax (310) 680-4098
TTY (310) 674-6054

Youth Services

Serving—Inglewood, Hawthorne,
Lawndale, El Segundo
11539 Hawthorne Blvd. Suite 500
Hawthorne, CA 90250
(310) 970-7701 Fax (310) 970-7712
TTY (310) 978-4883

Gardena

16801 South Western Avenue
Suite A
Gardena, CA 90247
(310) 217-9579 Fax (310) 217-6146
TTY (310) 327-3596

Beach Cities

320 Knob Hill
Redondo Beach, CA 90277
(310) 318-0645 Fax (310) 543-1730
TTY (310) 316-9881

Carson

1 Civic Plaza Drive, Suite 500
Carson, CA 90745
(310) 233-4888 FAX (310) 233-4886

www.southbay1stop.org

Our **“Navigator Program”** is intended to help you find your way through the system, and direct you to the agency, program and personnel necessary to help you get the services that you need!



If you have personal challenges, special needs, or just need help navigating through the system call our **“Navigator Centers”**. They can be found at the Inglewood, Gardena, Beach Cities, and Carson locations listed on the back of this brochure.

The primary goal of the One-Stop Centers is to offer convenient access to a wide array of services under one roof. Recruitment and pre-screening of qualified applicants, easy access to post job listings at our Centers and on the web, job and industry growth trends and forecasts, wage data and labor market information, compliance information on Federal legislation, and much more are all available.

MISSION STATEMENT

"Our mission is to provide collaborative employment services that exceed the expectations of workers, job seekers and employers."

SERVICES FOR JOB SEEKERS

- **ASSESSMENT** of your skills, abilities and interests.
- **CAREER COUNSELING** to guide you in finding a rewarding occupation and increasing your earning potential.
- **REFERRALS TO JOB TRAINING** to build your work skills and enhance your earning potential.
- **COMPUTER TUTORIALS** to become proficient in various computer applications so you get a better job.
- **CAREER WORKSHOPS** to help you become a competitive job seeker.
- **ASSISTIVE TECHNOLOGIES** are available to persons with disabilities.
- **INTERNET JOB SEARCH** is available as a self-directed resource tool for you to take advantage of.
- **CAREER RESOURCE CENTER** to provide you with access to qualified and knowledgeable staff, current technology and the latest information on a variety of topics.

- **JOB PLACEMENT ASSISTANCE** to get the right job or be promoted.
- **LABOR MARKET INFORMATION** is available, listing occupations that you should target and occupations that you should avoid.
- **PHONES, FAXES, COMPUTERS AND COPIERS** to market yourself. Make use of our equipment to spare you the expense and avoid the distractions at home.
- **RESUME PREPARATION** to help you develop a flawless resume that will focus your skills, experience and education on the job you want.
- **INTERVIEWING TECHNIQUES** to polish the rough edges of your presentation of you.

*When you need us,
We are there for you.*



We are here to help you with all of your employment needs. The South Bay Work Source Business & Career Centers have it all under one roof, so you can avoid all the confusion and the usual maze.