



Thank You for your interest in the Jobs for Jamaica Plain Program!

How do I receive help with my job search or in developing a career?

To receive services from our staff, you must first fill out an application form and attend an orientation and a series of job readiness workshops. After completing the workshops, an Employment Specialist will be available to work with you individually on your job search.

Your Employment Specialist can help you create or revise your resume, develop educational and career goals, assist you in your career exploration, practice interviewing, and help sharpen your job search skills.

Who's eligible to participate in the Jobs for Jamaica Plain program?

You must be:

- City of Boston resident, with preference given to residents of Jamaica Plain, Roxbury, and Roslindale
- Age 18 years or older
- Eligible to work in the United States
- Meet our income guidelines
- Actively looking for a job or new career

What is covered in the orientation and workshops?

- ✓ Job search basics/taking control of your job search
- ✓ Identifying your job skills
- ✓ Filling out job applications
- ✓ Interviewing skills



When are the workshops held?

The series of workshops are held every month, starting the first week of each month. The workshops meet once a week, on Thursdays from 10am-12pm at JPNDC. You must attend all the workshops to receive one-on-one assistance from our staff.

I have completed an application, what is the next step?

You will receive a call from a staff member the week before the start of the orientation and first workshop. You will not hear from a staff member until this time. This does not mean your application is lost!

The exact dates of the next orientation and workshops are also available at the JPNDC front desk.

What other kinds of help can I receive?

Your Employment Specialist can help you with many other services, such as enrollment in English language classes and other educational or training courses. Your Employment Specialist can also help you address other issues that are preventing you from working or developing a career, and can connect you to other resources in the community.

Are these services offered in other languages?

We offer all our services in both English and Spanish and have bilingual staff to assist you.

Is there a cost?

No. All our services are FREE of charge to eligible residents.

