



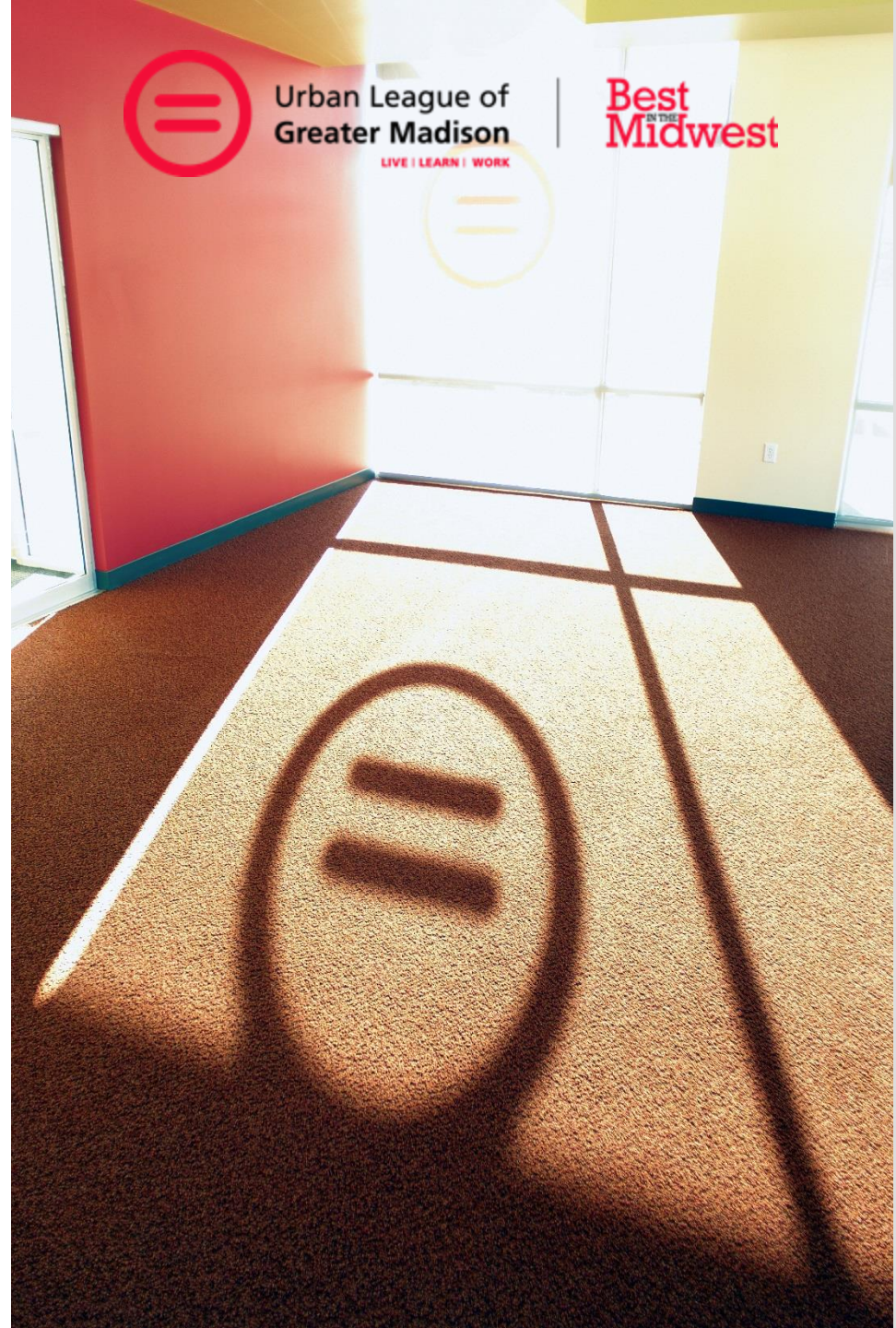
Urban League of
Greater Madison
LIVE | LEARN | WORK

Best
IN THE
Midwest

Advance Employment Services



Where are you
looking for job
Candidates?



TRANSFORMING THE GREATER
MADISON AREA INTO THE BEST IN
THE MIDWEST FOR EVERYONE TO
LIVE | LEARN | WORK



Our Mission



Urban League of
Greater Madison

LIVE | LEARN | WORK

Best
IN THE
Midwest

The mission of the Urban League of Greater Madison is to ensure that African Americans and other community members are educated, employed and empowered to live well, advance professionally and contribute to the common good in the 21st Century.

Quality



Integrity

Our Core Values



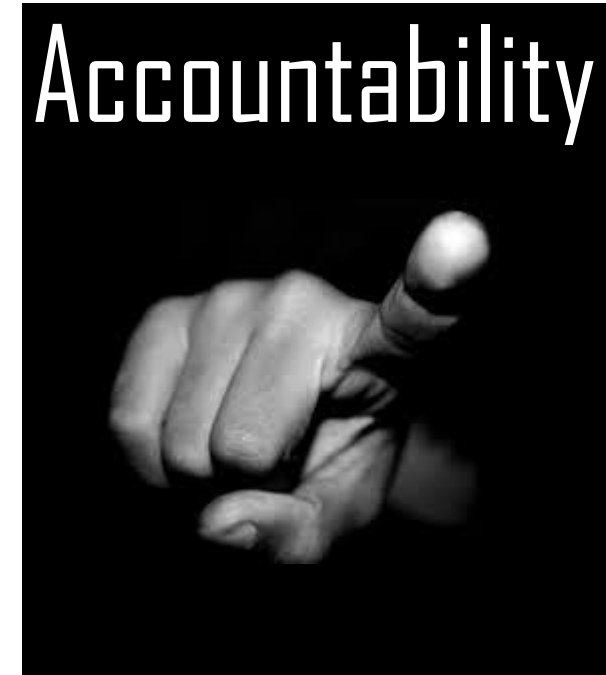
Human

Development



Human

Dignity



Accountability

Featured Employer Seminars



- ❖ Customized Hiring Events
- ❖ Connecting employers to applicants
- ❖ Assisting you with Workforce Diversity



Services for Members





Professionalism



Reference

Employment Coaching



RESUME
Resume &
Cover Letter



Employer
Connections



Job Leads

Support for Fathers



- ❖ Fatherhood Parenting Workshops
- ❖ Advocating for father's who support their children

WorkSmart



WorkSmart
Come Here First

Assisting participants
with paying for Training
& Continued Education
(up to an Associate's
Degree)

HIRE Employment



Placing Industry
Specific Training
Graduates in \$15/hr
+/- Jobs

FSET Work Requirement



Working to help individuals meet their Food Share Work Requirements to retain their subsidies

1 week | Mon-Thurs | 9am-4pm

Computer Training



Participants Learn:

- Basic Computer and Internet Skills
- Microsoft Word & Excel
- How to use web-based e-mail

Basic Work Skills Tutor

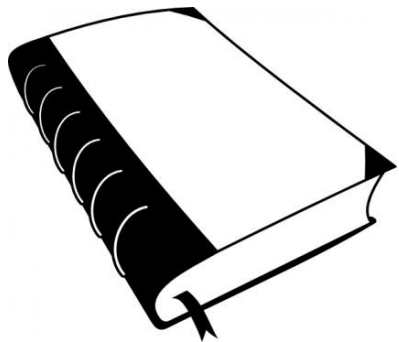


- ❖ Online Tutor services for Workplace Math and Reading

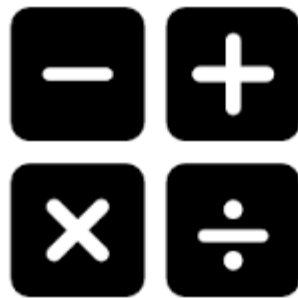
National Work Readiness Credential

- ❖ Nationally recognized
- ❖ Metrics driven, high performance results tool
- ❖ Assesses:

Reading



Math



Active



Listening

Situational



Judgment

National Work Readiness Credential

Question: You work at a small grocery store, and your manager is asking employees to come in next Sunday morning to perform inventory tasks. A family member is getting married that day, so you cannot come to work. How should you handle this situation?

Select the Best and the Worst choices below.

Best	Worst	Answer Choice
<input type="checkbox"/>	<input type="checkbox"/>	A. Explain why you can't work that day and offer to make up the time another day.
<input type="checkbox"/>	<input type="checkbox"/>	B. Agree to come in to work but call in sick Sunday morning.
<input type="checkbox"/>	<input type="checkbox"/>	C. Tell your manager you can't work Sunday mornings.
<input type="checkbox"/>	<input type="checkbox"/>	D. Work lots of overtime so that your manager will offer to give you Sunday off.

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3 weeks | Mon-Thurs | 9am-4pm

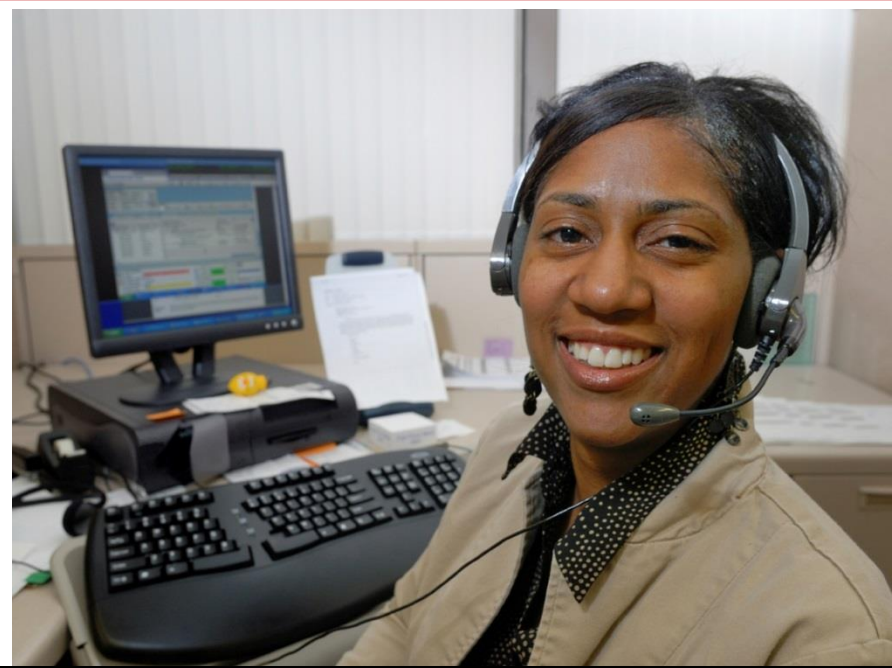
Foundations



Basic Work Readiness Training

- ❖ Resumes, Interviewing
- ❖ Job Searching
- ❖ Presentations

**Specific Industries
&
Employer Referrals**



Customer Service & Sales

- Customer Service and Support
- Reception
- Hotel & Hospitality
- Restaurant/Food Service
- Retail Sales
- Call Center
- Order Taking

- Help Desk Analyst
- Depot Technician
- Field Service
- Tech Support
- PC Technician
- IT Administrator
- PC Support

Information Technology (IT)





Healthcare Administration

- Medical Receptionist
- Medical Records
- Medical Secretary
- Insurance Verifier
- Program Assistant
- Help Desk Representative
- Records Technician
- Medical Scheduling

Food Service



- Hands on Food Safety & Preparation Techniques
- ServSafe® Certified



Construction Trades

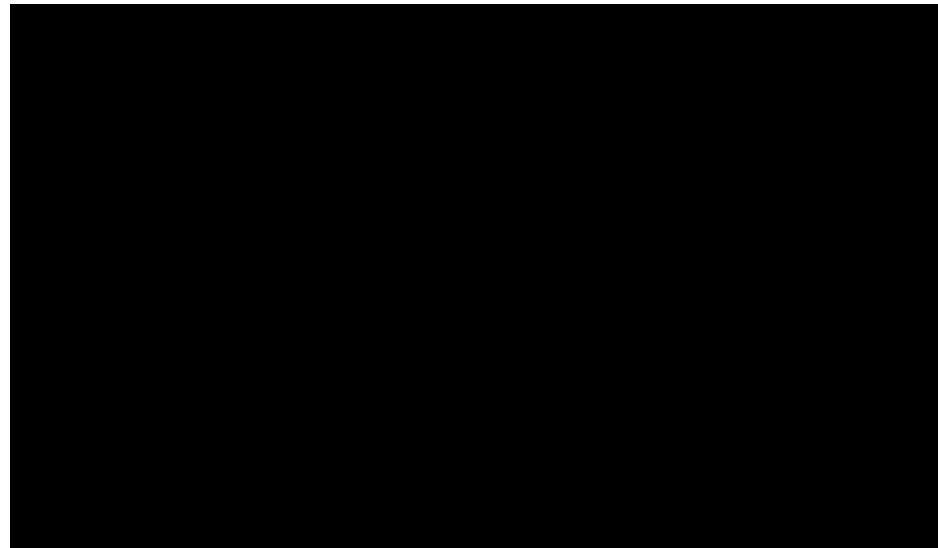
- Construction
- Carpentry
- Electrical Work
- Plumbing
- Iron Working

- Heavy Equipment Operation
- Insulation Installation
- General Labor
- Landscape

- Millwright
- Bricklaying



What will the Urban League provide for you?



Identification of Quality Candidates –

Our services are structured to attract and develop qualified and motivated candidates who will be a good fit for your organizations' openings.

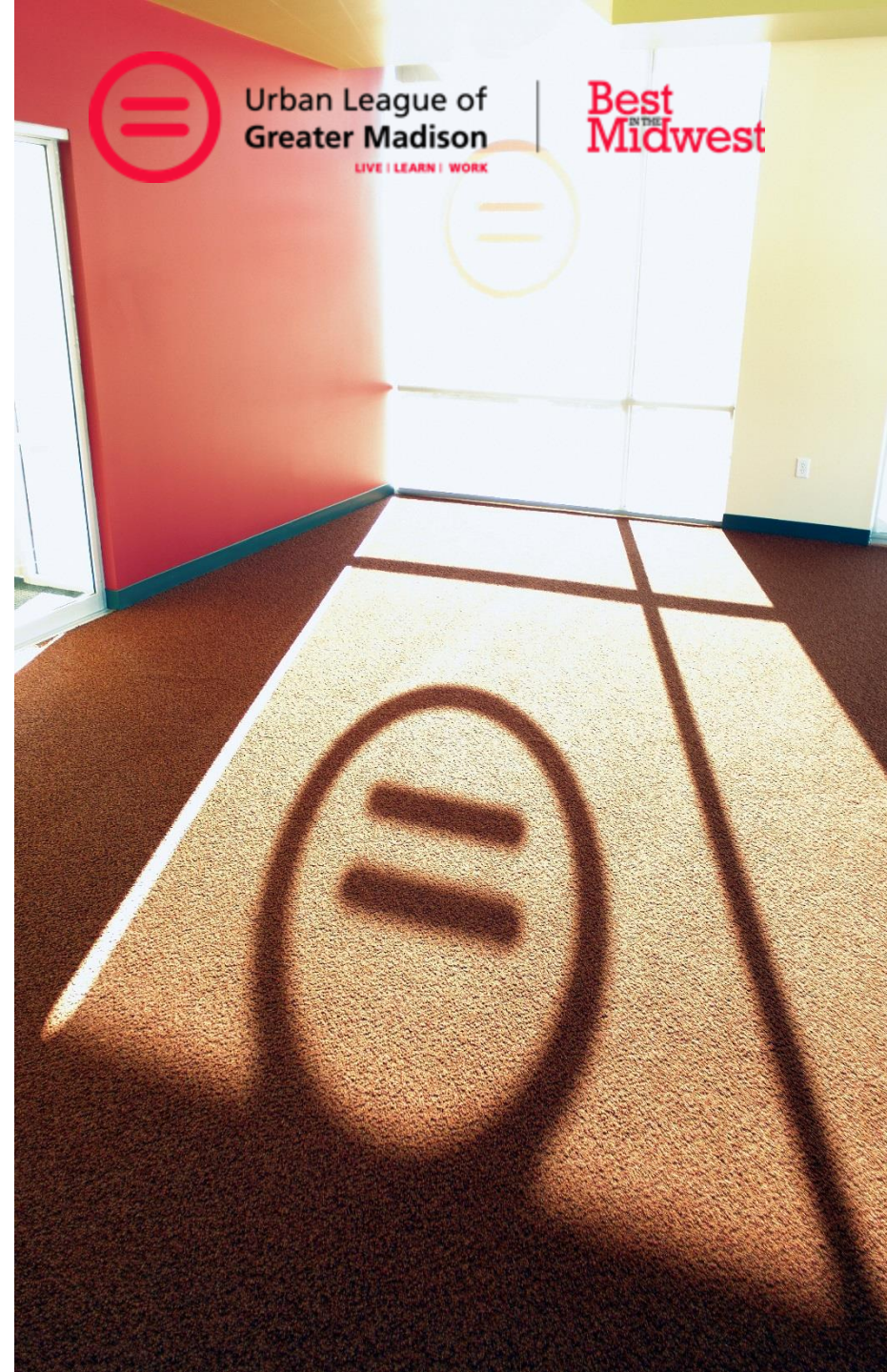
Mitigation of Hiring Risk-

Because we focus on quality over quantity, the risk of an inappropriate hire is significantly reduced. We do this by screening and assessing the candidates; Software and Technical skills assessments and Aptitude /Behavioral Interview Screening , when appropriate.

Expedited Hiring Process –

As Candidates complete applications we keep in contact with you so you do not lose strong employment prospects. You also have the option to assesses candidates.

Low Staff Preparation Time – We know your time is valuable, so we have structured our services to limit the amount of your staff's time and increase the efficiency of your hiring process.



Get started Today!



Dr. Ruben Anthony
Urban League
Chief Executive Officer