



## Rapid Response Team

Assistance for Dislocated Workers

**334-242-5417**

Alabama Department of Commerce  
Workforce Development Division



# Alabama Rapid Response Team

## Assistance for Dislocated Workers

We are Unifying our state under a new plan which results in improved access to services that will enhance the quality of life for Alabama citizens and will prepare a workforce for the future.

A major milestone in the unification of Alabama's workforce system, bringing together key components of the K-12 and two-year college systems, state workforce training and placement services, and industry.

**ALABAMA WORKS!** will more easily connect businesses with job seekers and help prepare workers by linking them to career and job training opportunities.



Visit:

[www.AlabamaWorks.com](http://www.AlabamaWorks.com)

### I'M AN EMPLOYER

Do you need to source, hire, or train employees for your business?

GET IT HERE

### I'M A JOB SEEKER

Are you looking for a new job, training to learn a new skill, or need career assistance?

FIND IT HERE

### I'M A STUDENT

Do you want to plan for your future career or look for job training?

DO IT HERE

### About AlabamaWorks

AlabamaWorks is a network of interconnected providers of workforce services, including all of the governmental, educational, and private sector components that train, prepare, and match job seekers with employers.

LEARN MORE ABOUT US →



The one stop resource for all things workforce development in Alabama. Throughout this booklet we will encourage you to utilize the [www.AlabamaWorks.com](http://www.AlabamaWorks.com) website.



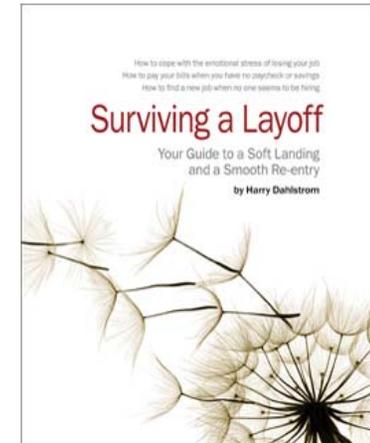
## Surviving A Layoff

Losing a job is an emotional time, the booklet included with your packet “Surviving a Layoff” is a detailed resource to begin the process of re-employment.

***You are now a dislocated worker, and many Assistance Programs and Resources are available to you.***

- Resources to help you through the financial and emotional effects of losing your employment
- Unemployment Information
- Free Training and Education Opportunities
- On the Job Training Programs
- Relocation Assistance
- Mortgage Assistance
- Health Insurance
- Food Assistance
- Free Legal Assistance
- Free Credit Counseling
- Connect 211– *Just like 911 (but for social service assistance information)*

Information in “Surviving a Layoff” includes:



- It's NOT YOUR FAULT— learning the difference between being laid off and being fired
- How to tell your family that you have lost your job
- How to pay your bills when you have no paycheck
- How to make a budget
- How to ask your creditors to reduce your bills until you find a new job
- 13 proven ways to get a job interview
- How to ace your job interview
- Four things you need to do after each interview

# One Website—Many Resources

Be informed. Signup for the AlabamaWorks! newsletter today!



Home | Employers | Job Seekers | Students | Resources | News | About | Q

## WELCOME TO YOUR BRIGHT AND PROSPEROUS FUTURE IN ALABAMA'S WORKFORCE

### I'M AN EMPLOYER

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AlabamaWorks! provides one website to access resources from many agencies. Whether you are an employer seeking assistance with workforce development or you are current or future job seeker, AlabamaWorks! is the place to start.

Let AlabamaWorks! be your guide from being a dislocated worker to being on the pathway to a new, bright, and prosperous future as part of Alabama's highly trained workforce.



Home | Employers | Job Seekers | Students | Resources | News | About | Q

click. Resources in the Menu bar to begin!



Home | Employers | Job Seekers | Students | Resources | News | About | Q

## AlabamaWorks! Resources

Let us help you find what you are looking for by narrowing the search and selecting the category that describes you best.

EMPLOYER

JOB SEEKER

STUDENT

OLDER WORKER

VETERAN

UNEMPLOYED

click. Unemployed- this will direct you to the one stop Unemployment referral page.



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### Unemployment Information

File Unemployment Compensation Claim

Unemployment Compensation Phone Numbers

This is the Official Website for the Alabama Department of Labor Initial Claim for Unemployment Compensation Section.

Here you can file a claim by phone or check on an existing claim.

LEARN MORE

LEARN MORE

### Unemployment Compensation Information

Here you will find miscellaneous information about Unemployment Compensation that will help those who are filing for the first time

click.

To begin filing for your unemployment, "File Unemployment Compensation" this will take you directly to the Alabama Department of Labor website. Additionally, all helpful phone numbers and frequently asked questions are available, only a click away.



# Unemployment Compensation



- Unemployment lasts **26** weeks and pays a **maximum of \$265** per week -individual amounts will vary.
- **Be Prepared: Government issued ID #, Social Security #, Past Employment History, etc...**
- Two ways to file: by Phone or Computer
- Open your claim after your last day of work
- Federal Taxes: Weekly payments are taxable, you can have it taken out now or pay later
- Save your **PIN #** and **call-in number** to file weekly claim
- Questions call UC Q&A Hotline 1-800-361-4524
- **Do your weekly certification** at the beginning of each week
- **Able, Available & Actively Seeking Work**
- 2 Ways to get paid: Direct Deposit or Debit Card
- Severance Pay **does not** affect your unemployment

# Unemployment Compensation



What would you like to do?

- [Establish a New or Reopen a UC Claim.](#)  
 To start a new benefit year or to reopen an Unemployment Compensation (UC) claim that has previously been established.
- [File Weekly Claim Certification for any program.](#)  
 To file a weekly claim certification after your benefit year has been established or to change the 4-digit Personal Identification Number (PIN) or Username for your Internet Weekly Claim account.
- [Change Personal Information](#)  
 To change your address, telephone number, email, request for federal tax withholdings, and/or form of payment for your weekly claim.
- [View Weekly Claim Certification Information.](#)  
 To view the status of the last five weekly certifications on your current Unemployment Compensation (UC) claim.
- [View 1099-G Tax Document Information.](#) (the 2015 1099's are here)  
 To access tax Form 1099-G and obtain information about tax withheld from unemployment benefits as well as the amount of benefits paid in the tax year. This must be reported each year even if you have repaid some or all of the benefits received. Information is posted as soon as possible each January for the most current tax year.
- [Request Written Information on Your Claim.](#)  
 If you need any written information on your Unemployment Claim for the purpose of DHR, a Mortgage, loan, etc. It requires a \$10 Money Order and a notarized signature. Please print the Form 480 and follow the instructions on the form.

[Continue](#)

**click.** Establish a New or Reopen a UC Claim



**Have the following information available:**

- Your Social Security Number
- Your Driver's License or Alabama ID#
- Your Alien Registration Card, if applicable
- List of Names, Addresses, telephone # and the beginning and ending dates of employment for your last 2 employers
- Any military, federal or work performed in another state.
- Your banking information.

*UC Telephone Numbers for Claimants*

**To file a New or Reopened Claim for Unemployment Compensation**

You may also file your claim online at: <https://labor.alabama.gov/uc/Claims>

To file an Unemployment Compensation Claim	1-866-234-5382 (8:00 am - 4:30 pm, Mon. - Fri.)
To contact the Inquiry Line regarding an existing claim	1-800-361-4524 (8:00 am - 4:30 pm, Mon. - Fri.)

**To file or view the status of a Weekly Certification for Unemployment Compensation**

You may file for or view the status of a weekly certification online at: <https://labor.alabama.gov/uc/ICCS>

<b>Montgomery</b>	<b>Birmingham</b>
(334) 954-4094	(205) 458-2282

Toll Free 1-800-752-7389

**To contact an Unemployment Compensation Call Center by FAX**

<b>Montgomery</b>	<b>Birmingham</b>
(334) 215-7557	(205) 458-2222

To FAX a request to APPEAL an Unemployment Compensation Claim	(334) 956-5891
To Fax a request to the Board of Appeals	(334) 242-0539
To report Unemployment Compensation FRAUD	1-800-392-8019
To request copies of records from Information Disclosure	(334) 954-4076



**File Your Unemployment Claim on your Last day of work, or as soon as possible.**

- The first week is a hold week - you will not be paid for this week.
- If you earn less than \$265 during the last week of work, file weekly certification the **following week; and every week thereafter.**
- Length of time processing may vary depending on your selection of direct deposit or receiving a debit card
- Plan on your first payment deposited during the 3rd week—and will include any back payments.

MONTH _____						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			Last Day of work	File Your Claim		
	Job Search					
Weekly Certification	Unemployment HOLD WEEK					
	Job Search					
Weekly Certification						
	Job Search					
Weekly Certification	Payments should begin by the 3rd Week					
	Job Search					
Weekly Certification						

# Training & Employment

## Now You Are A Job Seeker!

- AlabamaWorks provides you links to:
- Online Resume' posting through the **Alabama Career Center**
- Location of the nearest **Career Center**
- **Training Resources** available throughout Alabama

# Alabama Career Center System



Home | Employers | Job Seekers | Students | Resources | News | About | Q

## Find My Regional Team

**Connect with Your Team.  
Get the Help You Need.**

Find for your team by selecting your region on the map or by searching using the dropdown menus below.

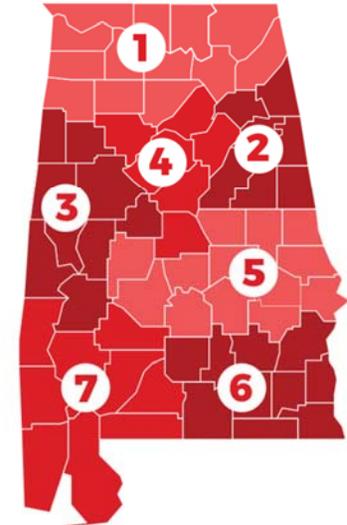
County

Region

click.



**Select your Region  
to find the nearest  
Alabama Career Center.**



# Alabama Career Center System

## Services Available

- Resource Room
- Employment Data
- Self-directed Job Search
- Resume' Assistance
- Referrals to Partner Services
- Computer/Internet Access
- Comprehensive Assessment
- Developing Individual Employment Plans
- Testing and Career Counseling
- Workshops
- Training Opportunities

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Home | Employers | **Job Seekers** | Students | Resources | News | About | Q

## Job Seeker Services

**Your Next Job Awaits.  
Your Future Career Begins.**

I have a resume that I need to post.  
Where do I do that?

SUBMIT MY RESUME →

I need a job or job training.  
Where can I go for assistance?

CONNECT ME WITH A CAREER CENTER →

I'm looking for training assistance.  
Where can I find the help I need?

CONNECT ME WITH TRAINING RESOURCES →





## Alabama Career Center System

### Services Available

- Job Registration / Job Placement
- Job Search Workshops
- Training Resources
- On-line Job Search
- Veteran's Services
- Labor Market Information
- Internet website for self-guided assistance

[www.joblink.alabama.gov](http://www.joblink.alabama.gov)

This site allows job seekers to register for work with the Alabama Career center, to create resumes, to search job listings, and to apply for jobs 24 hours a day/7days a week

The screenshot shows the Alabama Joblink website interface. At the top, there is a search bar and navigation links for 'CONTACT US' and 'LOG IN / REGISTER'. Below this is a horizontal menu with tabs for 'JOB SEEKERS', 'EMPLOYERS', 'TRAINING/EDUCATION', 'RESOURCES', and 'PROGRAMS'. The main content area is split into two columns. The left column is titled 'QUICK JOB SEARCH' and contains input fields for 'Keywords' (with an example 'Registered Nurse or Sales'), 'Location' (with a placeholder 'City, State - OR - ZIP Code'), and 'Radius' (with a dropdown menu). A 'Search' button is at the bottom of this section. The right column is titled 'CREATE A PROFILE' and lists benefits of having a Job Seeker account, such as performing advanced job searches and creating resumes. It includes a 'Create a Job Seeker Account' button and a login section with 'Username' and 'Password' fields and a 'Log In' button. At the bottom of the page, there are links for 'EOE | Veterans' Priority | Privacy | Browser Help | Protect Yourself | About Us | FAQ' and a 'Select Language' dropdown.



## Alabama Career Center System

### Workforce Innovation and Opportunity Act WIOA Services for Dislocated Workers

- Individual Training Account (ITA) Classroom Training– Occupational Skills Training–up to \$12,000–\$19,000 (*maximum benefit determined at local Career Center*) for Eligible Training Programs  
[www.etpl.alabama.gov](http://www.etpl.alabama.gov)
- GED completion / Remediation
- On the Job Training (OJT)
- Relocation Assistance–must be with a new employer, over 90 miles away.

**All of the Above services MUST be pre-approved at the local Career Center.**

# Find Training Resources

ALABAMA WORKS! Home | Employers | **Job Seekers** | Students | Resources | News | About | Q

**Job Seeker Services**

**Your Next Job Awaits. Your Future Career Begins.**

I have a resume that I need to post. Where do I do that?

**SUBMIT MY RESUME** →

I need a job or job training. Where can I go for assistance?

**CONNECT ME WITH A CAREER CENTER** →

I'm looking for training assistance. Where can I find the help I need?

**CONNECT ME WITH TRAINING RESOURCES** →

# Additional Training Programs



[www.AIDT.edu](http://www.AIDT.edu)

AIDT assists a variety of employers throughout the state by identifying a qualified applicant pool through recruitment, screening and training services. AIDT recruits potential employees through advertisements and announcements, assessing applicants through application screening and assisting employers with applicant interviews.

- Applicants who successfully complete AIDT job-specific training are recommended for employment with the company for whom our services are provided.

ALABAMA WORKS! Home | Employers | Job Seekers | Students | **Resources** | News | About | Q

## Job Seeker Resources

What kind of resources can we help you find today?

TRAINING CAREER PLANNING JOB SEARCH



Training Resources

Find Links to various Alabama Training opportunities at

[www.AlabamaWorks.com](http://www.AlabamaWorks.com)

## AIDT OFFICES & AFFILIATED CENTERS

- SERVICES OFFERED**
- AIDT - Home Office\* (Montgomery)**
    - Administrative Support
    - Project Management
    - Project Support
    - Research
    - Training
    - Leadership Development
    - Media Services
    - IT Support
  - AIDT - Huntsville\***
    - Administrative Support
    - Project Management
    - Training
  - AIDT - Mobile\***
    - Administrative Support
    - Project Management
    - Training
  - AIDT - Maritime Training Center (Mobile)**
    - Administrative Support
    - Project Management
    - Maritime Training
  - AIDT - Robotics Technology Park (RTP)**
    - Administrative Support
    - Project Management
    - Robotics Training
    - Research and Development
  - AIDT - Alabama Workforce Training Center**
    - Alabama Center for Advanced Woodworking Tech.
    - Administrative Support
    - Project Management
    - Training
  - AIDT - Forest Products Development Center (Opelika)**
    - Research
    - Project Management
  - AIDT - Mercedes Center (Vance)**
    - Administrative Support
    - Project Management
    - Automotive Training
  - AIDT - Honda Center (Lincoln)**
    - Administrative Support
    - Project Management
    - Automotive Training
  - AIDT - AM/NS & Outokumpu Center (Calvert)**
    - Administrative Support
    - Project Management
    - Training
  - AIDT - Hyundai Center\* (Hope Hull)**
    - Administrative Support
    - Project Management
    - Automotive Training
  - AIDT - Alabama Aviation Training Center**
    - Administrative Support
    - Project Management
    - Training
  - AIDT - Montgomery Regional Workforce Training Center**
    - Administrative Support
    - Project Management
    - Training
- \*ISO Certified Programs



[www.aidt.edu](http://www.aidt.edu)





The mission of the Office of Workforce Development is to provide Alabama an efficient and effective workforce development system responsive to current and

## WORKFORCE

future needs of individuals and businesses.

The Alabama Community College System (ACCS) provides a wide range of services to help both job seekers and employers reach their potential. ACCS is the primary deliverer of training services. Job placement and training assistance are available through the [Alabama Career Center System](#). Skills assessment and training programs are available for existing, expanding and new businesses through [ATN](#).

The Alabama Community College System's Office of Workforce Development is dedicated to partnerships that enable the State to provide a wide range of career-technical courses and short-term training for job-specific certifications.

Alabama has a diversified industrial base that brings with it many quality jobs. ACCS's objective is to develop and implement training programs that will accommodate all current and future workforce needs.

<https://www.accs.cc/index.cfm/workforce-development/>



## Additional Training Programs

[www.gobuildalabama.com](http://www.gobuildalabama.com)

EDUCATORS CONTRACTORS JOIN THE FSWA SIGN IN

WHY CONSTRUCTION? THE TRADES THE TRAINING NEWS

GO BUILD

THE FUTURE IS IN  
**YOUR HANDS**

JOIN THE FSWA

THE FUTURE SKILLED WORKERS OF AMERICA is a proud, elite group. As the future of our country's construction industry, you'll be tasked with helping to build a better tomorrow. Sign up today, master a trade, and discover that there's no limit to what you can accomplish.

SIGN ME UP

Available on the App Store

GET IT ON Google play

- Get Access to information about hundreds of skilled trades
- Come together with other future skilled workers to become a part of something bigger than yourself
- Sign up for reminders about training and scholarship opportunities
- Put your contact information in the hands of numerous industry partners
- Profess your interest and commitment to the skilled trades



## Targeted Assistance Programs

[www.va.state.al.us](http://www.va.state.al.us)

The Alabama Department of Veterans' Affairs (ADVA) has Veterans Service Offices located in 50 counties throughout the State of Alabama.

The primary function of the ADVA Veterans Service Offices is to assist veterans, their dependents, and survivors in the application and processing of claims for benefits and entitlements available from the U.S. Department of Veterans Affairs and the benefits provided for veterans by law from the State of Alabama earned by honorable service in the armed forces of the United States.



### Find Your Veterans Service Office

The Alabama Department of Veterans' Affairs (ADVA) has Veterans Service Offices located in 50 counties throughout the State of Alabama. While we do not have an office in every county, we have taken steps to ensure anyone seeking assistance can find it close to their home. To locate the nearest Veterans Service Office to you, select your home county using the dropdown menu, then click on the 'Get County Information' button OR click on the desired county using the map.

Get County Information



## Targeted Assistance Programs

Alabama Department of REHABILITATION SERVICES

*“for Alabama’s children and adults with disabilities”*

Supported Employment: Working for People with Significant Disabilities



Supported employment (SE) is a customer-driven approach that assesses individuals with the most significant disabilities and assists eligible individuals in obtaining competitive, integrated employment.

VRS provides specialized employment- and education-related services and training to assist teens and adults with disabilities in becoming employed.

VRS partners and collaborates with the State Department of Education, local school systems, technical schools, community colleges, four-year colleges, and universities to develop statewide school-to-work, postsecondary, and adult life programs to help students with disabilities succeed in secondary and postsecondary education and transition to employment

**1-800-441-7607**



# Targeted Assistance Programs

## JOBS Program

The JOBS Program which is DHR's welfare to work program is operational in all 67 Alabama counties. The Program provides services and work supports to parents receiving cash assistance to help them find and retain employment. These services and supports seek to address barriers such as lack of adequate child care, poor access to transportation, domestic violence and substance abuse, all which greatly limit the ability to obtain and retain employment.

Services also include employability assessments, job readiness and job skills training, disability assessments and adult education. Following an initial interview which involves individual and family assessments, JOBS case managers provide services directly or by referral to other agencies.

[Click here to view the map of Alabama and find the office nearest you.](#)

**Service(s)**  
Short-Term Employment Services  
Transitional Child Care (TCC)

**(334) 242-1773**



# Become an Entrepreneur

The Alabama Small Business Development Center network is a statewide, inter-institutional program to enhance economic growth in Alabama by providing management and technical assistance to small businesses. SBDC advises and trains business people in a wide variety of business topics and provides comprehensive information services and access to experts in many fields.

Business advising services are provided **free of charge** to small business owners.

<http://asbdc.org>



# Know Your Benefit Rights

U.S. Department of Labor  
 Employee Benefits Security Administration (EBSA)  
 Atlanta Regional Office  
 1-866-444-3272

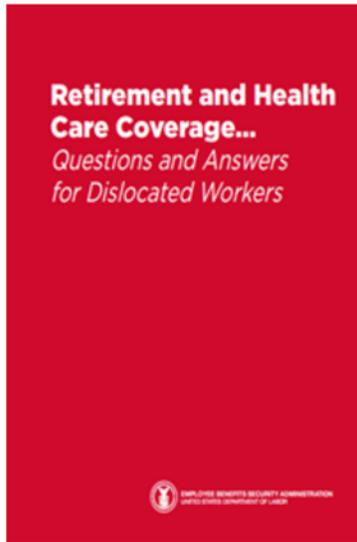


ERISA

COBRA

PENSION

HIPAA



[www.dol.gov/ebsa](http://www.dol.gov/ebsa)



# Health Insurance Options

Unemployed people

✉ EMAIL

## Next steps: If you're unemployed and need coverage

Health coverage options if you're unemployed

COBRA coverage and the Marketplace

Next steps: If you're unemployed and need coverage

- Learn [how to apply](#) for Marketplace coverage and find out if you qualify for Medicaid, the Children's Health Insurance Program (CHIP), or lower costs for a Marketplace insurance plan.
- See how to [report your income and household size](#) correctly, to make sure you get the right amount of help with coverage costs.
- Learn about [exemptions](#) from the penalty for being uninsured.
- Learn about [community health centers](#), where you can get medical services at prices based on your income.
- [Find local help](#) for assistance completing your application
- Call our [customer service center](#) for answers to your questions and help with your application.

<https://www.healthcare.gov>



## Health Insurance Options



1-800-252-1818

ALL Kids is Alabama's Children's Health Insurance Program (CHIP) and is administered by the Alabama Department of Public Health.

Access to healthcare is vital. Children need to be healthy to reach their full potential. To stay healthy, children need to have regular checkups, vision and dental care, and get medical attention if needed.

ALL Kids is a low-cost, comprehensive healthcare coverage program for children under age 19. Benefits include regular checkups, immunizations, prescriptions, vision and dental, hospitalization, mental health and substance abuse services and much more.

**APPLY ONLINE NOW**

<https://insurealabama.adph.state.al.us/>

ALL Kids uses Blue Cross Blue Shield of Alabama (BCBSAL) to provide medical, mental health and substance abuse services through their preferred provider network (PPO).

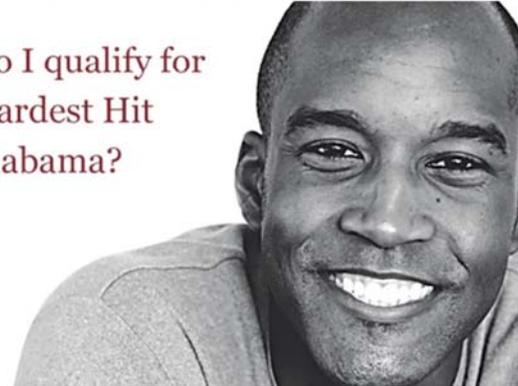


## Additional Services



1-877-497-8182

Do I qualify for  
Hardest Hit  
Alabama?



We offer several programs to meet the needs of Alabama homeowners facing financial hardships.

Hardest Hit Alabama (HHA), a foreclosure prevention program, is available for eligible homeowners struggling to pay their mortgage payments.

The State of Alabama was allocated approximately \$162 million to provide assistance for financially distressed homeowners. The U.S. Department of Treasury's "Hardest Hit Fund" is authorized under the Emergency Economic Stabilization Act of 2008 and is available in 18 states and the District of Columbia.

We offer several different programs to meet the needs of Alabama homeowners facing financial hardships. HHA assistance is available statewide to qualified homeowners on a first-come, first-served basis.

[www.hardesthitAlabama.com](http://www.hardesthitAlabama.com)



## Find Additional Services



HOME

ABOUT US

FAQS

FOR SERVICE PROVIDERS

KEYWORD SEARCH

HELP ME GROW

CONTACT

NEED HELP?

IT STARTS HERE.

SEARCH NOW!

**Dial 2-1-1 or 888-421-1266**

- **Basic Human Needs:** food banks, clothing, shelter, rent assistance, utility assistance
- **Government information:** City, County, State programs available
- **Health and Mental Health Resources:** health insurance programs, maternal health, crisis intervention services, counseling, etc.
- **Employment Support:** financial assistance, job training, transportation assistance, education programs
- **Support for Older Americans and Persons with Disabilities:** adult day care, congregate meals, Meals on Wheels, home health care, etc.
- **Support for Children and Families:** child care, afterschool programs, Head Start, Family Resource Centers, summer camps, mentoring, tutoring, protective services, community resources



## Additional Assistance



### Families and Children



Domestic Violence  
Divorce  
Common Law Marriage  
[More issues >](#)

### Public Benefits



Applying for Benefits  
Family Assistance  
Food Stamps (SNAP)  
[More issues >](#)

### Consumer Issues



Cars  
Contracts and Warranties  
Debt Collection  
[More issues >](#)

### Housing



Eviction  
Fair Housing  
Foreclosure  
[More issues >](#)

### Health



Children's Health Insurance Programs  
Medicaid  
AIDS/HIV  
[More issues >](#)

### Elder Law

60+

Advance Directives/Living Wills  
Food Stamps  
Health Care  
[More issues >](#)

### Taxes



Earned Income Tax Credit (EITC)  
Income Taxes  
Información de Impuestos en Español  
[More issues >](#)

### Veterans and Military



Veterans Benefits  
Veteran & Military Families  
Veteran & Military Health

### The Legal System



Alabama Courts  
Arbitration & Mediation  
Lawyer Referral  
[More issues >](#)

**You may qualify for free legal help**

**Call Legal Services Alabama**

**Toll Free 1-866-456-4995**

**En Español 1-888-835-3505**

**OR**

**Apply ONLINE**



## Additional Assistance

Consumer Credit Counseling of Alabama  
(CCCS of Alabama)

1-800-338-2227



Budget Counseling  
Debt Management Planning  
Finance Counseling  
Credit Report Review  
Bankruptcy Counseling



401 Adams Avenue, Suite 380  
P.O. Box 304103  
Montgomery, Alabama 36103

Phone: 334-242-5417  
Fax: 334-242-5624

Email: [DWU@commerce.alabama.gov](mailto:DWU@commerce.alabama.gov)

Helpful  
Tips

**Notify Your Creditors Immediately  
that you are a Dislocated Worker,  
Most creditors will work with you through  
this economic transition.**

Funding provided by the United States Department of  
Labor's Employment and Training Administration  
through the Workforce Innovation and Opportunity Act  
(WIOA)

