

Guides and Publications

WorkSupport

Self-employment, technical assistance, and resources from the Virginia Commonwealth University. Visit for online seminars, workshops, and resources for starting your own business.

worksupport.com.



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HeiTech Services, Inc., is a woman- and service disabled veteran-owned business. For corporate qualifications and references, visit us at www.heitechservices.com or call 301/918-9500.

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Quick Picks from the Librarians at the National Rehabilitation Information Center

Information Resources for Employment



I just want to find a job.

About 10 percent of information requests received by NARIC fall under the category of employment. These patrons are seeking training or retraining, job placement, or help starting their own business.

The organizations, agencies, and

online resources listed in this brochure can help you to find and keep the job that is right for you.

These and other resources are also available from our "browse by topic" webpage at www.naric.com!



www.naric.com

Finding Work

Vocational Rehabilitation is the process of facilitating an individual in the choice of or return to a suitable vocation. When necessary, assisting the client to obtain training for such a vocation. These services may include, but are not limited to, vocational and medical evaluation, counseling, job analysis, transitional job assistance, modification of the worksite to accommodate the disability, job placement assistance or a formal training program, and placement assistance into a new, more appropriate line of work.

To find the vocational rehabilitation office nearest you, try the "Blue Pages" section of your phone book or visit askjan.org/cgi-win/TypeQuery.exe?902.

One Stop Career Centers are also available in every state. These are funded by the Department of Labor. Go to careeronestop.org, to find the One Stop Career Center near you.

Disability Program Navigators are available in these Centers in some states. DPNs who are located in One-Stop Centers are able to assist individuals with disabilities and the One-Stop staff with a variety of employment related services. *DPNs are not available in every state.*

EARN Works

Toll Free: 855/AskEARN (275-3276)
askearn.org.

The Employer Assistance & Recruiting Network (EARN) is a free service that connects employers looking for quality employees with skilled job candidates. In addition,



EARN assists employers in understanding the practical business reasons for, as well as the practices that facilitate the recruitment and hiring of people with disabilities. EARN also offers assistance to employment service providers and jobseekers with disabilities. This includes providing jobseekers and service providers with job leads from employers specifically interested in including jobseekers with disabilities in their recruiting efforts. There is a special section for hiring veterans. EARN is an initiative funded by the Office of Disability Employment Policy (ODEP) under the Department of Labor (DOL).

At Work

The Job Accommodation Network (JAN)

Toll Free: 800/526-7234 (V)
Toll Free: 877/781-9403 (TTY)
askjan.org.

JAN is a free consulting service designed to increase the employability of people with disabilities by: 1) providing individualized worksite accommodations solutions, 2) providing technical assistance regarding the ADA and other disability related legislation, and 3) educating callers about self-employment options.

Office of Disability Employment Policy (ODEP)

Toll Free: 866/ODEP-DOL (633-7365) V/TTY
dol.gov/odep.

ODEP provides national leadership to increase employment opportunities for adults and youth with disabilities while striving to eliminate barriers to employment. With the ultimate goal of increasing the number of people with disabilities who work, either as employees or entrepreneurs,



ODEP provides policy analysis, technical assistance, development of innovative practices and strategies, and education and outreach to employers, employees and the disability community. Related to these efforts, ODEP also conducts a variety of employment-related programs and initiatives.

Equal Opportunity Employment Commission (EEOC)

Toll Free: 800/669-4000 (V)
Toll Free: 800/669-6820 (TTY)
eoc.gov.

The U.S. EEOC enforces federal civil rights laws regarding job discrimination. EEOC also provides oversight and coordination of all federal equal employment opportunity regulations, practices, and policies. In addition to litigation, the EEOC provides public education on diversity and job discrimination; publications for employers, employees, and agencies; and offers research and statistics in employment and enforcement of non-discrimination policies.

Starting Your Own Business

Self-Employment Services from the Job Accommodation Network (JAN)

Toll Free: 800/526-7234 (V)
Toll Free: 877/781-9403 (TTY)
askjan.org/entre/index.htm.

JAN consultants handle each inquiry on a case-by-case basis offering self-employment and small business development expertise and referrals regarding business planning, financing strategies, marketing research, disability-specific programs, income supports and benefits planning, e-commerce, independent contracting, home-based business options, and small business initiatives for disabled veterans. JAN customers can expect to receive a re-



source packet tailored to their specific entrepreneurial goals with consultants available throughout all stages of the process who can provide ongoing supports.

Small Business Administration (SBA)

(visit the website or call for your local office)

Toll Free: 800/U-ASK-SBA (800/827-5722)
sba.gov.

The SBA provides an array of programs and services tailored to encourage small enterprises in all areas. SBA's programs include financial and federal contract procurement assistance, management assistance, and specialized outreach to women, minorities, and armed forces veterans. The SBA also provides loans to victims of natural disasters and specialized advice and assistance in international trade.



Disabled Businesspersons Association (DBA)

disabledbusiness.com.
A non-profit organization to help disabled entrepreneurs maximize their potential in the business world, and to encourage the participation and enhance the performance of the disabled in the work force. The DBA has five active programs: self-employment of people with disabilities, national disabled veteran's business center, entrepreneur educational programs, special kids in business, and challenged America. Services are provided throughout the United States.

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