Coronavirus Disease (COVID – 19)



Resource Guide

AFL-CIO COMMUNITY SERVICES

United Way

AFL-CIO Community Services and *United Way* **Partnership**

Sheryl Wilson-Lemon, Director, United Way of Miami Dade Department of Labor Engagement

Nucleus Shelton, Field Representative, South Florida AFL-CIO

Table of Contents

Message from the President, South Florida AFL-CIO …… Page 3

United Way Resources …… Pages 5 – 7

Union Plus Resources …… Pages 9 – 11

Medicare Fraud Protection …… Page 13

UNITED WAY COVID-19 Resource Center …… Pages 15 – 19

When the Paycheck Stops …… Pages 21 - 25

Allied Groups & National Partners COVID-19 Resources …….. Page 27

Representing the Unions of the South Florida Labor Movement
Serving Miami -Dade & Monroe Counties

Officers

President
Jeffery Mitchell

Vice-President
Richard Quincoces

Treasurer
Javier Garcia

Recording Secretary
Valda McKinney

President's Message



With the outbreak of the COVID-19 pandemic, it's clear that working people have been left behind.

What working people need now more than ever is adequate safety protections, paid sick days, unemployment insurance, quality healthcare, assistance with their bills, free testing, more hospital beds, and an assurance that any bailout package would put America's workers first.

But even in the face of a public health emergency, a pending economic catastrophe and the utter disruption of life as we know it, hardworking men & women across South Florida are showing that no crisis is too great. No task is too tall. No challenge is too daunting.

We understand that this is a difficult time for some of our parents and that they may need a little bit of help. That's why we would like to share with you our COVID-19 Resource Guide. It has important information on the local resources that are able in Miami-Dade County that will be able to provide support during these turbulent times.

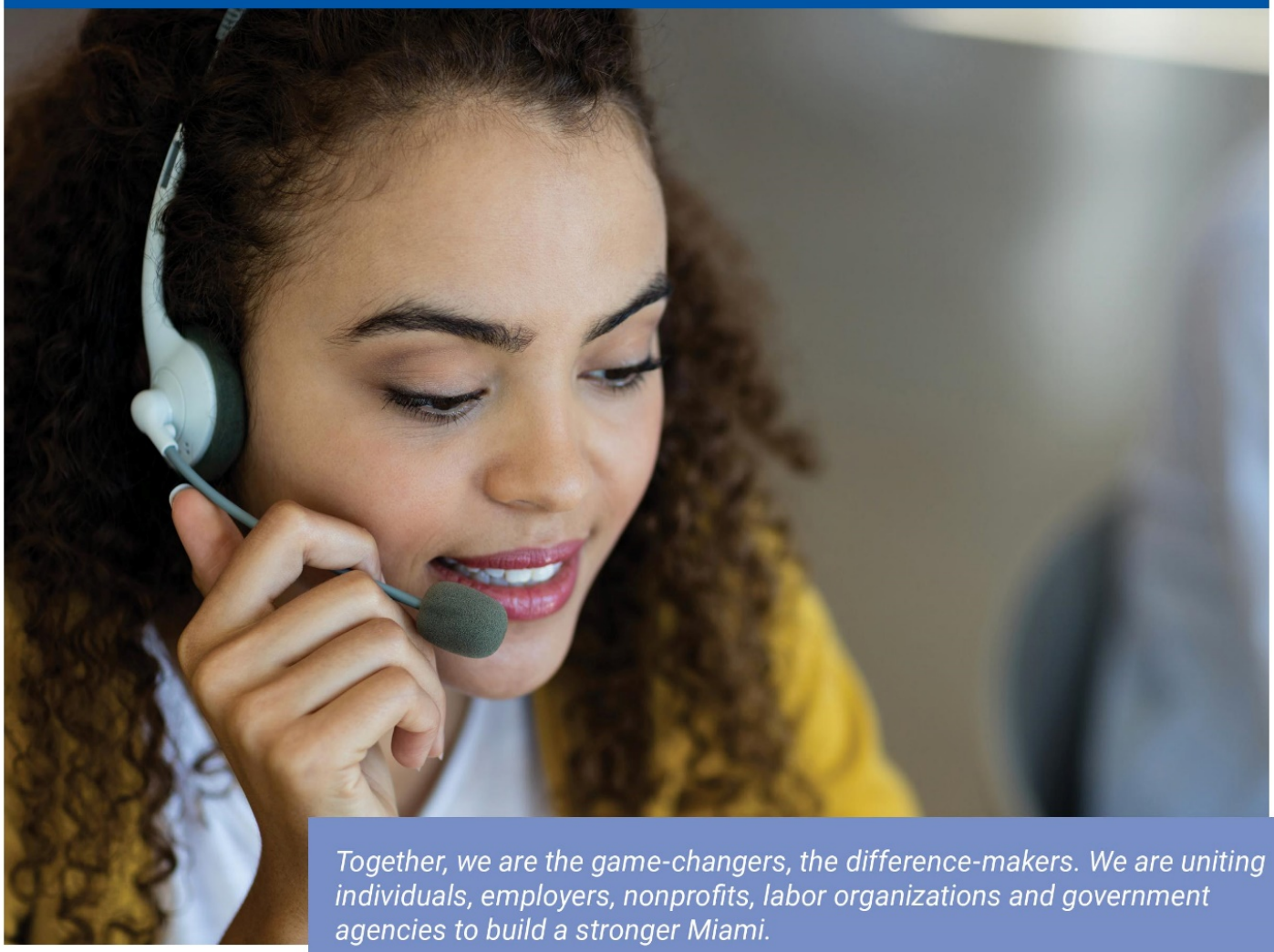
Sincerely,

Jeffery Mitchell
President, South AFL-CIO

United Way Resources

United Way of Miami-Dade Guide to Services

QUICK GUIDE



Together, we are the game-changers, the difference-makers. We are uniting individuals, employers, nonprofits, labor organizations and government agencies to build a stronger Miami.

Thanks to you, we are able to offer many free innovative programs and services right here in our community. From expert, free tax preparation to discounts on prescription medication, the programs in this guide are available to you and those you love most.

Every person in Miami-Dade deserves a fighting chance.

The Ansin Building
3250 Southwest Third Avenue
Miami, FL 33129-2712
(305) 646-7000

#StrongerMiami

unitedwaymiami.org

United Way of Miami-Dade

Need help? Dial 2-1-1

A free helpline available 24 hours a day, 7 days a week in multiple languages. 2-1-1 is the number to call when you don't know who to call. Trained staff and volunteers provide confidential information, referral services and crisis counseling.

Jewish Community Services of South Florida

Switchboard 2-1-1 at Jewish Community Services. For help call 2-1-1

NAMI National Alliance on Mental Illness
Find Help. Find Hope.
Miami-Dade County
Support, education & advocacy for persons living with mental illness and their families.

For more information on NAMI, call (305) 665-2540 or visit namimiami.org

Mental Health - early detection and family support are key

If you, a family member, or friend are struggling with mental health issues, either personal or family related, the National Alliance on Mental Illness (NAMI) can help.

Reduce debt and stress, while increasing your credit score and savings

Get free credit and debt counseling, help with budgeting and savings, homeownership assistance, tax preparation and more at one of three Center for Financial Stability locations across Miami-Dade County. Just two visits can change your life.*

** From the 2015 Urban Institute study*



Expert tax prep. It's free.

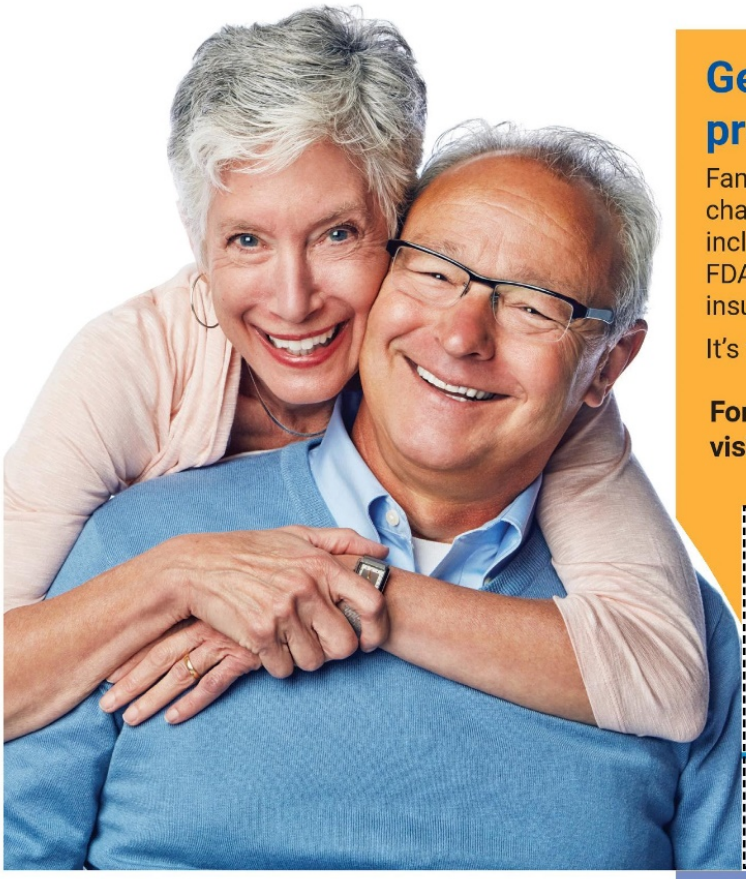
File your taxes with Miami Tax Pros, a professional, IRS-certified tax preparer through the Volunteer Income Tax Assistance (VITA) program and keep more of your money. Individuals with an annual income of less than $55,000 a year qualify for expert, free tax preparation and may be eligible for tax benefits such as the Earned Income Tax Credit and the Child Tax Credit. Visit one of our 40 sites around Miami-Dade County. Claim what's yours.

For more information on VITA, visit miamitaxpros.com.

United Way
Center for Financial Stability

For more information, call (305) 688-3551 or log on to miamifinancialstability.org.

Branches Grow Deeper, Climb Higher
United Way of Miami-Dade



Get the lowest price on your prescriptions

FamilyWize makes it easy to save money on prescription charges. The free card is accepted at most pharmacies, including CVS and Walgreens, and secures discounts on FDA-approved prescription medications whether one is insured or uninsured.

It's free! Just show your card to the pharmacist and save.

For more information on FamilyWize, visit familywize.org

Prescription Savings Card

BIN **610194**
CARD ID **FAM700**
GROUP ID **FAM700**
PCN **FW**

familywize®
The smart way to save on prescriptions.

Show this card to your pharmacist every time.

This is not insurance – discounts only

Proudly Partnered With LIVE UNITED United Way

Empowering parents and families

Find empowering parental resources that provide motivational support, information and trainings to successfully navigate the systems that impact your lives and the lives of your children at United Way EDEN Place (Educate. Develop. Empower. Nurture.). Free services including parent programs, educational workshops, employment skills training and financial literacy workshops are offered at EDEN Place.

Open to all in our community!

United Way
EDEN Place

For more information on EDEN Place and its locations, visit unitedwaymiami.org/eden

United Way of Miami-Dade

Free services for veterans

From job training and placement opportunities to affordable housing assistance and legal resources, United Way Mission United helps in making the transition from active duty to civilian life with access to the help veterans need, at no cost.

Serving those who have served

United Way
Mission United

For more information on Mission United call (305) 4-UNITED or visit missionunitedmiami.org

United Way of Miami-Dade | MISSION UNITED

19722-09-2019

Union Plus Resources

Union Plus COVID-19 Updates

(as of March 17, 2020)

As COVID-19 impacts our communities and workplaces, we are sharing the most recent program updates we have so that you and your members are aware of resources available as well as any program changes that may impact them.

Union Plus is working with its program providers to facilitate additional assistance to members. Please note that some programs, including the hardship programs, do require members to be participants and product holders of those programs and meet certain eligibility requirements to receive benefits. There are over 950,000 credit card holders and over 140,000 mortgage program participants.

Union Plus Hardship Assistance

Participants in the Union Plus Mortgage, Credit Card, Personal Loan, or Supplemental Insurance programs may be eligible for additional hardship assistance through the Mortgage Assistance Program and Union Plus Hardship Help. The Union Plus Mortgage Assistance Program provides interest-free loans and grants to help eligible members make mortgage payments when disabled, unemployed, furloughed, locked out or on strike.

Union Plus Credit Counseling Program

The credit counseling provider, Money Management International (MMI), **has suspended in-person counseling**. However, services will continue to be made available online and over the phone, which is how 90% of members currently access MMI's services. MMI is implementing continuity plans designed to ensure that members will continue to receive vital services throughout this crisis.

MMI has some financial tips on its blog that some members may find helpful:
https://www.moneymanagement.org/blog/how-to-safeguard-your-finances-from-coronavirus
https://www.moneymanagement.org/blog/tips-for-managing-money-during-a-work-stoppage
https://www.moneymanagement.org/blog/when-the-income-decreases-it-is-pays-to-set-priorities

Union Plus Personal Loan Program

First National Bank of Omaha will waive late fees for anyone who is having trouble making a timely loan payment due to the COVID-19 response. Members should call customer service to arrange directly with the lender.

Union Plus Credit Card Program

Capital One is providing COVID-19 resources here: https://www.capitalone.com/coronavirus/ and is asking customers facing a financial hardship to contact them directly to discuss possible options.

Union Plus Auto & Home Insurance

MetLife will provide reasonable billing accommodations to impacted customers and allow for premium deferrals up to 30 calendar days from the original premium due date. Customers must request the bill hold by calling customer service at 855-666-5797.

Union Plus Mortgage Program

Union members with a Union Plus Mortgage with financing from Wells Fargo can call customer service to get individual assistance if needed, particularly in the 30-day period before becoming eligible for the Mortgage Assistance Program.

Union Plus Free College and Bachelor's Degree Completion

All Free College and Bachelor's Degree online classes will continue as scheduled. The college is prioritizing the health and safety of students and staff and will continue to monitor the situation and follow the guidance of the local, state and national health officials.

Union Plus Car Rental Partners

Union Plus's car rental partners report they are closely monitoring Coronavirus (COVID-19) and following the current guidance from the leading government and health authorities. They are taking steps to prioritize the health and safety of customers and staff, including enhanced cleaning of all vehicles and greater flexibility for customers that need to change or cancel reservations.

Union Plus Vacation Tours

Collette Vacation Tours is tracking health events around the world by canceling and rescheduling upcoming tours to locations flagged by the U.S. Centers for Disease Control and the Department of State. **At this time, Collette is cancelling ALL tours departing through April 15, 2020**. For any travel to Italy, Collette is cancelling tours departing through April 30, 2020.

As a result of these changes, all guests will be contacted by Collette's Customer Service Team and offered options for rebooking or refunds. Collette also offers an industry-leading Travel Protection Plan that offers a full refund in case a traveler has to cancel for any reason up to 24 hours before departure.

Union Plus continues to survey its program partners and will provide additional updates on any program changes or additional resources or assistance programs as they become available.

Union Plus Operational Updates

To ensure the health and safety of Union Plus employees, Union Plus staff are not traveling to events until public health and safety officials recommend the resumption of such activities and gatherings.

In addition, to assist with social distancing, Union Plus is operating under a liberal work from home policy through March 27th at which time they will reevaluate the policy based on developments with the COVID-19 response.

Despite these changes to how they physically operate, **Union Plus remains ready and able to serve you** and expects to continue normal operations. Unions can still order materials online although some shipments may be delayed slightly depending on the items requested.

The Union Plus Digital Toolkit is accessible here with March content. As COVID-19 related digital content is prepared, it will be added to the Toolkit link.

Additional information for the above items can be found at www.unionplus.org

Medicare Fraud Protection

Medicare.gov

Protect yourself from fraud

Scammers may use COVID-19 as an opportunity to steal your identity and commit Medicare fraud. In some cases, they might tell you they'll send you a Coronavirus test, masks, or other items in exchange for your Medicare number or personal information. Be wary of unsolicited requests for your Medicare number or other personal information.

It's important to always guard your Medicare card like a credit card and check your Medicare claims summary forms for errors. Only give your Medicare number to participating Medicare pharmacists, primary and specialty care doctors or people you trust to work with Medicare on your behalf. Remember, Medicare will never call you to ask for or check your Medicare number.

More Info

For more information on protecting yourself from fraud and reporting suspected fraud, visit Medicare.gov/fraud.

Sincerely,

The Medicare Team

Remember: You can find more information about COVID-19 and your Medicare coverage on Medicare.gov.

UNITED WAY COVID-19 Resource Center

COVID-19 Resource Center

The novel Coronavirus 2019 (COVID-19) outbreak is now a major international pandemic affecting all our lives. United Way is proactively monitoring and aggregating information and resources that are available to help Miami-Dade community members during this economic and public health crisis.

The United Way COVID-19 Resource Center page will be updated as new information is available.

GIVE HELP

To make a donation to the Miami Pandemic Response Fund, click here.

To volunteer your time to help those affected by COVID-19, click here.

GET HELP

Need help? We've started to aggregate information and links to different information and resources below to help you access important services like information/data recovery for businesses, legal and financial counseling for individuals, help filing for state assistance, and more.

NOTE: Please note this page will be updated as new information is available to assist families, small businesses and nonprofit organizations.

SERVICES FOR YOU AND YOUR FAMILY

2-1-1 JCS Helpline Services (305.358.HELP) – free 24-hour hotline offering information, referral, counseling in English, Spanish and Creole
3-1-1– Older adult with food needs
Archdiocese of Miami



Archdiocese of Miami Elderly Services and Mobile Meal Delivery
Baptist Care On Demand
Baptist Things to do at Home
Feeding South Florida
Jewish Community Center
Jewish Community Services JCS Kosher Food Bank kosher meals
Reemployment Assistance (formerly known as unemployment compensation) if you were working in Florida
Apply online, visit http://www.floridajobs.org/Reemployment-Assistance-Service-Center/reemployment-assistance/claimants
JWorks is helping Jewish job-seekers in Miami-Dade County find a job
Greater Miami Jewish Federation jewishmiami.org/jworks/
Greater Miami Jewish Federation Emergency Hotline for emergency counseling, financial aid, food, domestic abuse assistance and other services — 305-576-6550

Miami-Dade County Public Schools
Miami Dade County Public Schools Coronavirus Updates

M-DCPS Support Lines:

District Emergency Operations hotline: 305-995-3000

- To answer questions from students, parents and other community members about school district-related coronavirus response efforts.
- Hours of Operation: M – F from 8 a.m. – 4 p.m.

Instructional Learning Plan hotline: **305-995-HELP (4357)**

- To support students, parents and teachers in engaging in distance learning.
- Hours of Operation: M – F from 8 a.m. – 4 p.m.

Mental Health Services hotline: 305-995-7100

- To assist students and their families with mental health support.
- Hours of Operation: M – F from 9 a.m. – 5 p.m.



M-DCPS Employee Assistance Program: 305-995-7111

- To assist with wellness support for employees.
- Hours of Operation: M – F from 9 a.m. – 5 p.m.

Reduced or free lunches for public school students **Summer BreakSpot** summerbreakspot.freshfromflorida.com/

To apply: feedingsouthflorida.org/benefits-emergency-services/

National Alliance on Mental Health (NAMI) – COVID-19 (Coronavirus) Information and resources

Project UP-START support for unaccompanied youth projectupstart@dadeschools.net

United Way Guide to Services

Xfinity Free Internet Services for Students

YMCA will be providing child care services for kids of first responders, healthcare workers as well as city and county staffers. Find a YMCA new you.

SERVICES FOR SMALL BUSINESS

United Way of Miami-Dade Guide to Services for Small Businesses

SBA Disaster Assistance Customer Service Center. Call 1-800-659-2955 (TTY: 1-800-877-8339) or e-mail disastercustomerservice@sba.gov.

Coronavirus (COVID-19): Small Business Loan Information

Small business disaster loan application (U.S. Small Business Administration)



SBA Resource Partners information can be obtained on the SBA website at www.sba.gov/local-assistance/find/

Legal Services of Greater Miami provides free legal assistance COVID-19 response/recovery

Miami-Dade Beacon Council Business Continuity: COVID-19 Business Resource Center

Florida Small Business Development Center Network at 866-737-7232 or email Disaster@FloridaSBDC.org

Florida Emergency Bridge Loans – floridadisasterloan.org

Families First Coronavirus Relief Act

ADDITIONAL SERVICES

Official Public Health Information
Florida Department of Health in Miami-Dade County
Call: 305-324-2400

Miami-Dade Coronavirus Call Center Hotline
Call: 305-324-2400

Florida Department of Health
Official COVID-19 hotline: 866-779-6121
Email: COVID-19@flhealth.gov

Centers for Disease Control and Prevention
World Health Organization

Safety & Mental Health:

Domestic Violence Hotline — 800-962-2873
Rape Hotline — 305-585-7273
Suicide Prevention /SAFENET — 305-358-HELP (4357)
Department of Children and Families — 305-377-5773
Elder Help Line (8:00a.m. – 5:00p.m.) — 305-670-4357

Immigrant Communities:

USCIS Response, please see the USCIS COVID-19 webpage
ICE Guidance, please see https://www.ice.gov/covid19
Office for Civil Rights & Civil Liberties, US Department of Homeland Security
communityengagement@HQ.DHS.GOV

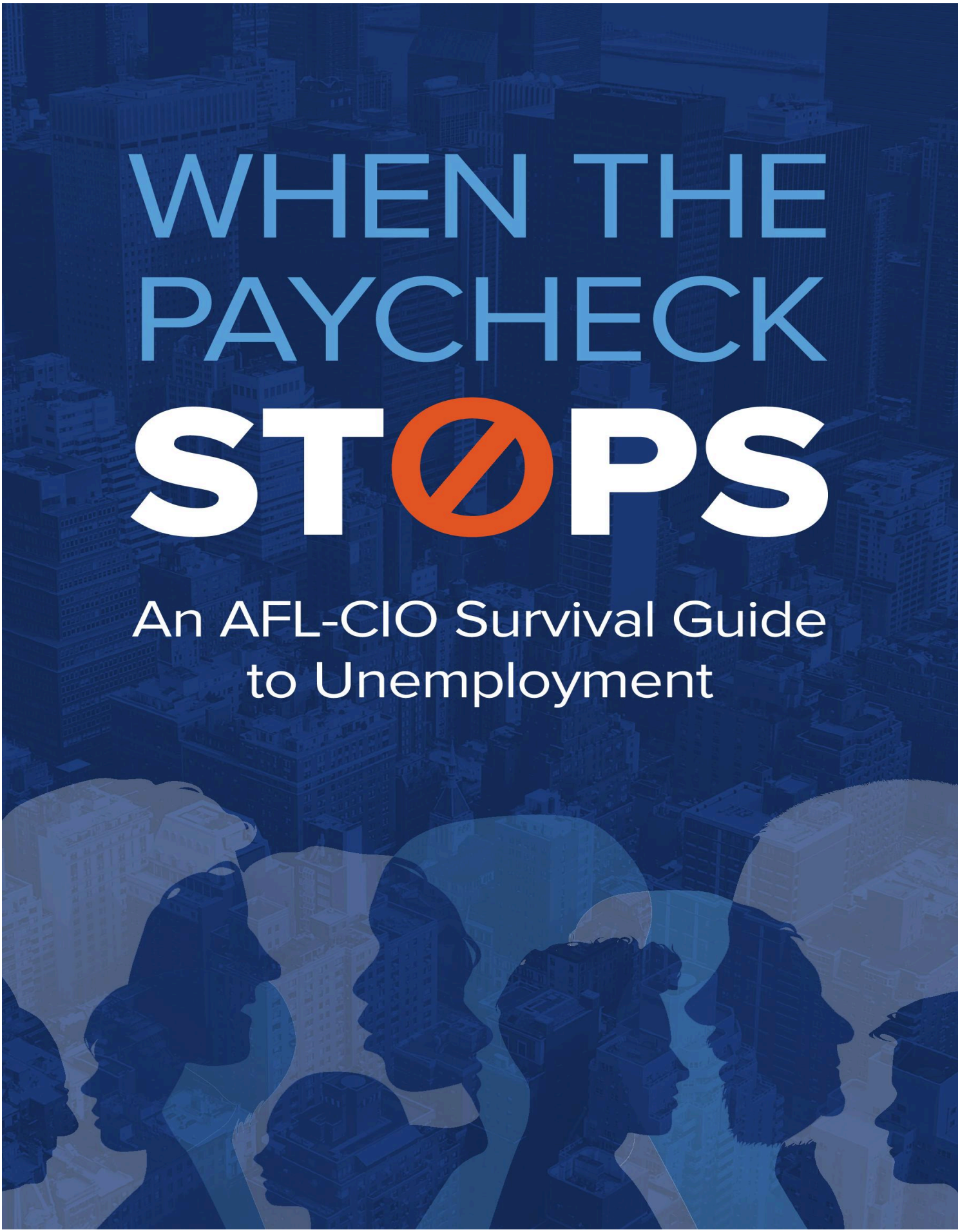
Banking:
(Info on opening a bank account for relief funds coming from John Leverston)

UTILITIES

FPL www.fpl.com/help

https://unitedwaymiami.org/coronavirusresources/

When the Paycheck Stops


WHEN THE
PAYCHECK
STOPS
An AFL-CIO Survival Guide
to Unemployment

SURVIVING UNEMPLOYMENT

HOW TO SURVIVE COVID-19: CDC GUIDELINES

Wash your hands often with soap and water for at least 20 seconds. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry. Avoid touching your eyes, nose and mouth with unwashed hands.

Avoid close contact with people who are sick. Put distance between yourself and other people if COVID-19 is spreading in your community. This is especially important for people who are at higher risk of getting very sick. Cover coughs and sneezes. Cover your mouth and nose with a tissue when you cough or sneeze, or use the inside of your elbow. Throw used tissues in the trash and immediately wash your hands with soap and water for at least 20 seconds, or use hand sanitizer. Visit aflcio.org/covid-19 for more information.

TALK TO YOUR FAMILY

Unemployment is tough on the whole family. Your spouse and children may feel helpless. Talk out your problems together and plan together. Explain your situation and include them in planning to deal with it together.

It helps to give each member of the family some positive steps they can do. By sharing the burden and pulling together, members of a family grow closer and draw strength from one another. A professional family counselor may be helpful.

TURN TO YOUR UNION FOR HELP

Your union can help you when times are hard. Your union representative can let you know what member-only benefits you may be eligible for, or help identify public benefits that may be available to you, and advise you on how to keep your health insurance in the event of a layoff. Your AFL-CIO central labor council has information about available community services. A number of central labor councils around the country work closely with AFL-CIO/United Way Labor Liaisons and community services agencies who can help connect you to resources in your community. Visit http://go.aflcio.org/unitedway for more information.

Sheryl Lemon
Director, Department of Labor Engagement
United Way of Miami-Dade
305-646-7032 (Mobile)
Lemons@unitedwaymiami.org

Nucleus Shelton
Field Representative
South Florida AFL-CIO
305 -215 -7070 (Mobile)
nshelton@flaflcio.org

GET THE HELP YOU NEED

While you were working, you helped pay for public programs through your taxes, and for community agency services through contributions to your local United Way and other organizations. So make your money work for you when you need it. We all need a little help at some time in our lives—don't be embarrassed to ask for the help you need.

ONLINE RESOURCES FOR HELP

Visit this **comprehensive website** with links for finding state unemployment offices, assistance with job searches, information about job training programs, and more:

- www.careeronestop.org/

Information about **unemployment insurance** and sources of other governmental assistance programs can be found here:

- www.usa.gov/unemployment
- www.usa.gov/benefits
- www.benefits.gov/

United Way, a national partner of the AFL-CIO, supports 2-1-1, a national help line that helps individuals identify assistance and support they may be eligible to receive in their community. Call 2-1-1 from any phone or visit www.211.org/.

- AFL-CIO/United Way Labor Liaisons and community services agencies are knowledgeable about the resources available to families facing financial hardship. Visit http://go.aflcio.org/unitedway for more information.

UnionPlus, a partner of the AFL-CIO, is a consumer benefits program for union members and offers specific programs to assist members in times of financial hardship. Visit these websites for additional information:

- www.unionplus.org/ and click on link for "Hardship Help" on webpage
- www.unionplus.org/hardship-help/credit-counseling to access Money Management International, which works with UnionPlus to provide budgeting and credit counseling assistance to union members

Websites for **career exploration:**

- www.myskillsmyfuture.org
- www.mynextmove.org



TAKING CHARGE OF PERSONAL FINANCES

1 Determine Your Eligibility for Unemployment Benefits

People who lose their job through no fault of their own and have worked a certain number of hours may be eligible to receive unemployment; **eligibility requirements differ by state.** Visit www.careeronestop.org/LocalHelp/UnemploymentBenefits/unemployment-benefits.aspx to look up eligibility requirements in your state. While unemployment benefits will be significantly less than what your salary was, they still will help you get by until you land your next job.

2 Prepare a Complete Household Budget

Getting control of your personal finances is important to survive unemployment. Use a household budget worksheet available at http://go.aflcio.org./budget to see where you spend your money and where you can save. If appropriate, include your family in developing your budget.

Your budgeted expenses should include:

- **Fixed expenses** (mortgage, rent, taxes, insurance, loan installment payments, child support and other fixed monthly payments)
- **Variable monthly expenses** (food, gas, repairs, utilities, health care expenses, recreation and child care)
- **Future expenses** (income or property tax and other outstanding debts)

Your budgeted income should include:

- Income
- Savings
- Severance pay
- Unemployment compensation
- Accrued vacation pay

3 List Assets

Other assets may include:

- Cash value of insurance policies
- Prepaid burial or funeral policies
- Equity in your home (the difference between the value of your home and the amount you owe on your home)
- Resale value of vehicles, boat, RV, etc.

4 Set Priorities for Your Expenses

List payments in order of importance. This will help you pay first things first when money is short.

The most important thing will be your mortgage or rent payment, followed by utilities, health insurance and car payments. Child support or alimony payments (if any) are also a high priority.

5 Make a Complete List of Creditors

List the following information for each creditor:

- Company/organization, name, physical and email address, and phone number of a contact person
- Account number
- Total amount owed
- Payment schedule and interest rates

6 Notify Your Creditors Before You Get Behind

Determine how much you can pay regularly on each bill. If you need to negotiate a lower monthly payment than your creditors expect, determine the amount you can pay and contact them before you get behind to make arrangements for the new payment amount.

Creditors usually are easier to work with when you let them know about your situation before a severe problem arises.

Contact creditors in writing:

- Tell them you need to work out a plan for delaying, reducing or refinancing payments until you return to work
- Always include your account number, phone number and address in all correspondence
- Keep copies of your letters and follow up by phone
- When you make your follow-up phone call, record the date, time and with whom you spoke



7 Pay What You Can

Even if you can't pay the amount creditors want, pay something regularly. This keeps your overdue balance as low as possible and lets creditors know you are making a good faith effort. Partial payment may keep your account from being turned over to a collection agency.

8 Stay in Touch with Creditors

After your first letter, keep in regular contact with your creditors. This reassures them, shows a responsible attitude and may keep them from harassing you. Make sure you don't ignore mail from creditors that may contain important information about your account.

9 Call a Credit Counseling Agency

Nonprofit credit counseling organizations can help you create a revised household budget, identify potential areas to reduce expenses and sources of additional income, provide advice on how to work with creditors, and more. Visit unionplus.org for information on credit counseling.

10 Stop Credit Purchases

Stop using all of your credit cards; interest on most credit purchases is extremely high. If you have advance warning that you'll be out of work, try to make larger payments to reduce the balance you owe.



11 Reduce Household Expenses

- Adjust your buying habits—only shop when you need to, make a list, and compare prices and brands
- Use coupons
- Identify food pantries and other sources of free or lower-cost food
- Reduce cell phone plan costs, and internet and cable bills
- Reduce utility costs by:
  - Turning off lights, TV and appliances when not in use
  - Lowering the thermostat on your hot water heater and furnace, or turning up your air conditioner
  - Washing and drying only full loads of clothes or dishes
  - Calling utility companies to ask about hardship assistance
- Eliminate unnecessary car trips
- Consider getting a housemate/tenant to share household expenses

12 Sell What You Don't Need

- Consider selling an extra vehicle or the boat or trailer you rarely use
- Look at your possessions to see which nonessential items could be sold or traded without significantly changing the way you live

13 Check Into Other Financial Resources

- Take stock of your skills and abilities. Research opportunities, online or in your community, to earn income in the short term while determining longer-term plans (i.e., consulting or freelance work, completing online surveys, tutoring, testing products, pet sitting, making deliveries, doing handy work, etc.).
- Look into sources of financial assistance that may be available through federal and state government programs and nonprofit organizations (Supplemental Nutrition Assistance Program; Temporary Assistance to Needy Families, etc.) Visit 211.org or call 2-1-1 to identify potential sources of help in your community.
- Review your life insurance policy or talk to your insurance agent to see whether you can borrow against your policy.
- You may be able to withdraw from your 401(k), but note that if you withdraw before age 59½, you will have a 10% penalty for early withdrawal and will owe taxes on the amount you withdraw.
- Explore the possibility of listing an extra bedroom on Airbnb.

LOOKING FOR A JOB

JOB SEARCH ACTION PLAN

1. Take stock of yourself
2. Find out who's hiring
3. Prepare for the job interview and follow up
4. Identify job training and education resources

You found the job you had. You can find another job. Sometimes changing jobs can be a positive thing. For example, you may have been thinking about getting into a different line of work and now have the opportunity to explore those options.

1 Take Stock of Yourself

- Create a list of job skills you've developed through work or volunteer experience
- Reflect on the type of work you enjoy doing and why—know your strengths, skills and interests
- Update your résumé to include new work experience or relevant information from the points above
- Identify working conditions that are important to you, including the pay and benefits you need to make ends meet



2 Find Out Who's Hiring

- Contact your union for help identifying other employers in your industry that are hiring
- Conduct a thorough online search for websites containing job postings
- Visit your area's American Jobs Center (www.careeronestop.org/Site/american-job-center.aspx); work with a counselor to update your résumé and connect you to employers
- Let friends, family members and former co-workers know you are looking for work and ask them to watch for job openings
- Research ideas for professional networking and do it extensively—you never know who might be in a position to help or introduce you to someone who can
- Follow up on all job leads

3 Prepare for the Job Interview and Follow Up

- Find out as much as you can about the employer, industry (if it's unfamiliar) and job opening before you apply or are interviewed
- Prepare materials you'll need to take with you, such as copies of your résumé and any documents the employer requested you bring along
- Consider how you might answer typical interview questions, such as why are you interested in working for the company or why you're the best person for the job; anticipate questions the employer might ask based on the job description and your work experience, and role play the interview with friends and family members to practice responding to questions
- Research best practices for interviewing successfully and the protocol for following up (i.e., sending thank you notes to interviewer(s))

4 Identify Job Training and Education Resources

- Research free workforce development training at your local community college
- Visit the American Jobs Center in your area to identify job training and education programs: www.careeronestop.org/Site/american-job-center.aspx

Allied Groups
&
National Partners
COVID-19 Resources

Pride at work

https://www.prideatwork.org/covid-19-resources-for-lgbtq-working-people/

AFL-CIO

https://aflcio.org/covid-19

NAACP

https://www.naacp.org/coronavirus/

LCLAA

https://lclaa.org/covid-19/

Urban League

https://nul.org/news/protect-yourself-and-your-community-coronavirus-covid-19

United Way

https://www.unitedway.org/recovery/covid19?utm_source=homepage&utm_medium=web&utm_campaign=covid19&utm_content=learnmore