

Courtesy of: \_\_\_\_\_

Phone number: \_\_\_\_\_

## Job Training and Career Centers

**YMCA Training, Inc.** is a **5-month training program** for jobs in **Medical Office, Insurance, Banking, and Administrative and Office support**. The program includes internships, job matching support, tutoring, mentoring, and additional health and wellness resources.

- **Eligibility:** High school diploma or GED
- **Schedule:** The program is Monday-Friday: 9:00 am - 4:00 pm
- **Contact info:** Contact David Pina at 617-542-1800, ext 128 or [www.ymcaboston.org/traininginc](http://www.ymcaboston.org/traininginc)

**Operation Able** provides job training opportunities to individuals aged 45 and older in a variety of professions, including Green and Renewable Energies, Medical Terminology, Microsoft Office, Quickbooks, and more!

- **Eligibility:** Age 21 and older
- **Attend an Info Session:** Wednesdays: 10:00 am, [www.operationable.net/jobseekerinfosession.html](http://www.operationable.net/jobseekerinfosession.html)
- **Contact info:** 617-542-4180
- **Location:** 174 Portland Street, 5th floor. Near North Station.

### **Goodwill's Training Programs: The HELP & First Step**

- The **HELP Program** is an eight week **Human Services training program** that provides hands on experience to help participants become residential counselors, job coaches, outreach workers, youth workers, advocates, and more! For more info, call 617-541-1499.
- The **First Step Program** will also help you advance your career through career planning, career readiness and skills training, access to internships, and assistance with budgeting and finances. To learn more, call 617-541-1276.
- **Location:** 1010 Harrison Avenue, Boston, MA

# Job Training and Career Centers

## **One Stop Career Centers in Boston**

One Stop Career centers are government funded and help workers find jobs or advance themselves in their current job. Core services are free and available to all, though special programs may have a fee. You do not have to be unemployed to use a One Stop Career Center.

*Services offered:* On-line application assistance, employer hiring events, job search workshops, job readiness training, assistance using computers, writing resumes, and cover letters, career counseling services, and other employment-related services.

*Self-Referral:* Consumers need only show an ID and can become a member and be able to utilize the services the career center provides.

## **Roxbury Center for Financial Empowerment**

7 Palmer Street, Dudley Square, Boston, MA 02118

Phone: 617-989-9100, Fax: 617-989-9125

Hours: Monday-Wednesday: 9:00 am - 4:30 pm

Thursday and Friday: 8:00 am - 3:30 pm

## **Boston Career Link**

1010 Harrison Avenue, Boston, MA 02119

Phone: 617-541-1400, Fax: 617-427-8657

For hearing impaired relay services: 617-442-3610

Hours: Monday and Friday: 9:00 am - 5:00 pm

Tuesday: 9:00 am - 7:00 pm

Wednesday: 9:00 am - 2:30 pm

Thursday: 9:00 am - 5:00 pm

## **Urban League of Eastern Massachusetts**

88 Warren Street, Roxbury, MA 02119

Phone: 617-442-4519, Fax: 617-427-1302

## **Career Source**

Fresh Pond Mall, 186 Alewife Brook Parkway, Suite 310, Cambridge, MA 02138

Phone: 617-661-7867, Toll Free: 888-454-9675, Fax: 617-661-7571

Hours: Monday, Tuesday, Thursday and Friday: 8:30 am - 4:30 pm

Wednesday: 8:30 am - 7:30 pm

# EMPLOYMENT & TRAINING

## RESOURCES IN BOSTON

Action for Boston Community Development (ABCD)

178 Tremont Street, Boston, MA 02111

617-348-6000

[www.bostonabcd.org](http://www.bostonabcd.org)

Asian American Civic Association (AACA)

87 Tyler Street, 5<sup>th</sup> Floor, Boston, MA 02111

617-426-9492 ext. 214

[www.aaca-boston.org](http://www.aaca-boston.org)

Information sessions are held every Tuesday at 2PM no appointment necessary.

Arrive early! Session starts promptly at 2PM. No one admitted after session begins.

Boston Career link

1010 Harrison Avenue, Boston, MA 02118

Job Seeker Services

617-541-1400 Ext. 480

[BostonCareerLink@detma.org](mailto:BostonCareerLink@detma.org)

Career Collaborative

77 Summer Street, 11<sup>th</sup> Floor, Downtown Crossing, (between Macy's and South Station),  
Boston, MA

617-424-6616

[info@careercollaborative.org](mailto:info@careercollaborative.org) & [www.CareerCollaborative.org](http://www.CareerCollaborative.org)

Information sessions are held every Thursday at 1:00 PM.

Community Work Services (CWS)

174 Portland Street, Boston, MA 02174

(Two blocks from North Station orange and green line)

617-720-2233

[www.communityworkservices.org](http://www.communityworkservices.org)

Information sessions/tours are held every Wednesday at 1:00 PM. Please Do Not Bring Children to this session/tour.

Hospitality Training Center

33 Harrison Avenue, 3<sup>rd</sup> Floor, Boston, MA 02111

617-542-1177

[www.BESThtc.org](http://www.BESThtc.org)

Boston residents only.

International Institute of New England - Service Industry Training Program

1 Milk Street, 4th Floor, Boston, MA 02109

(617) 695-9990

[info@iine.us](mailto:info@iine.us)

Information sessions are held on

Tuesdays at 11AM

Or contact Natayla Minoff at

617-695-9990 x171 [nminoff@iine.org](mailto:nminoff@iine.org)

JPNDC Family Prosperity Initiative

Nate Smith House, 155 Lamartine St.,

Jamaica Plain, MA

(3 Minutes walk from Stony Brook

Station – Orange line)

617-522-2424 Ext. 258 to register

Bilingual workshops

(English & Spanish)

JPNDC Iniciativa de la Prosperidad

Familiar (a 3 minutos de la estacion de  
Stony Brook en la linea Naranja)  
Llama al 617-522-2424 Ext. 258  
Para Registrarte

Jewish Vocational Services (JVS)  
175 Federal Street, 3<sup>rd</sup> Floor  
Boston, MA 02110  
617-451-9973  
[www.JVS-Boston.org](http://www.JVS-Boston.org)

Impact Employment Services  
105 Chauncy Street, 5<sup>th</sup> Floor, Boston, MA 02111  
617-892-7974

Moving Ahead Program (MAP)  
St. Francis house, 39 Boylston Street, Boston, MA 02116  
617-542-4211  
16 weeks of housing in a safe, sober house while attending the 14 week job and  
life skills training program.

Massachusetts Rehabilitation Commission (MRC)  
1-800-245-6543  
[www.mass.gov/mrc](http://www.mass.gov/mrc)  
Comision de Rehabilitation de Massachusetts  
Creamos oportunidades para trabajar y vivir con independencia  
1-800-245-6543  
[www.mass.gov/mrc](http://www.mass.gov/mrc)

Operation A.B.L.E. of Greater Boston

174 Portland Street, 5<sup>th</sup> Floor

Boston, MA 02114

617-542-4180

[www.OperationABLE.net](http://www.OperationABLE.net)

Information Sessions are held every Wednesday at 10 AM

Project HOPE

Workforce Development & Employer Partnerships (WDEP)

550 Dudley Street, Roxbury, MA 02119

617-442-1880 x218

[www.prohope.org/openhouse.htm](http://www.prohope.org/openhouse.htm)

Project Place

1145 Washington Street, Boston, MA 02118

617-542-3740

[www.projectplace.org](http://www.projectplace.org)

Roxbury Center for Financial Empowerment

7 Palmer Street, 2<sup>nd</sup> Floor, Dudley Square, Roxbury, MA 02119

617-541-2670

<https://OFE.Boston.gov>

STRIVE

651 Washington Street, Boston, MA 02124

617-825-1800

[www.Bostonstrive.org](http://www.Bostonstrive.org)

Urban League of Eastern Massachusetts

88 Warren Street, Boston, MA 02119

617-442-4519

Information sessions are held every Tuesday and Wednesday at 1:00 PM sharp.

Women's Learning Center  
St. Mary's Center for Women & Children  
90 Cushing Avenue, Dorchester, MA 02125  
617-436-8600 Ext. 341

The Women's Lunch Place  
67 Newbury Street, Boston, MA 02116  
617-267-0200  
[info@womenslunchplace.org](mailto:info@womenslunchplace.org)  
[www.womenslunchplace.org](http://www.womenslunchplace.org)  
Resource Center and Library, 3<sup>rd</sup> Floor

YMCA Training Inc.  
YMCA of Greater Boston  
18 Tremont Street, Suite 400, Boston, MA 02108  
617-542-1800  
[www.Ymcaboston.org/traininginc](http://www.Ymcaboston.org/traininginc)