

Bridging the Gap Job Coaching and Placement Enrollment Application

EADC's Bridging the Gap program promotes the upward economic mobility of East Athens residents through activities that promote employment attainment and sustainability.

Through individual and group sessions, enrollees complete at least 14 hours of instruction that focuses on soft-skills development, employment readiness and search, job placement, and job sustainability.

The soft skills sessions explore the people skills, work ethics, personality traits, attire, and attitudes that enable a person to perform well in the work environment. Such attributes include dealing effectively with authority, time management, teamwork, professional communication, conflict resolution, and financial literacy. Participants engage in skill-building exercises designed to help them make good decisions, both on a job and in their personal lives.

The job readiness and search component focuses on preparing and looking for work. Topics include job search strategies, computer basics, networking effective resumes, online applications, and interviewing techniques. A computer lab is available for writing resumes and cover letters, applying for jobs online, and participating in virtual interviews. Important community partners in job readiness and search include the Athens Area Chamber of Commerce and the Northeast Georgia Business Alliance.

Post employment follow up helps successful job seekers keep their jobs.

For additional education, hard skills training, and certifications, interested individuals are referred to Innovative Health Care Institute, Bread for Life, Athens Technical College, WorkSource Northeast Georgia, the College Factory, and others.

Please complete our intake form in its entirety. This will help EADC connect you with job placement opportunities.

*** Required**

1. Full Name: *

2. Birth Date: *

Example: January 7, 2019

3. Gender *

Mark only one oval.

Female

Male

4. Are you a US citizen? *

Mark only one oval.

Yes

No

5. Primary Language *

6. Race *

Mark only one oval.

American Indian or Alaska Native

Asian

Black or African American

Latinx

Native Hawaiian or Other Pacific Islander

White

7. Are you homeless? *

Mark only one oval.

Yes

No

8. Street Address *

9. Zip Code *

10. City *

11. County *

12. State *

13. Cell Phone: *

14. Home Phone: *

15. Email Address: *

16. How would you like to receive information about our services? (follow-up and event/job leads) *

Check all that apply.

Email

Phone

Text

17. Are you a Veteran? *

Mark only one oval.

Yes

No

Family Members:

18. Total number of people in your household (including you)? *

19. How many people in your household are dependents? *

20. How many dependents under age 18 are living with you? *

21. Marital Status: *

Mark only one oval.

Single

Married

Divorced

Seperated

Widowed

22. Do you have a disability? *

Mark only one oval.

Yes

No

Emergency Contacts

23. Emergency Contact #1: Name *

24. Emergency Contact #1: Relationship *

25. Emergency Contact #1: Phone Number *

26. Emergency Contact #2: Name *

27. Emergency Contact #2: Relationship *

28. Emergency Contact #2: Phone Number *

Career Interests

29. How did you find out about EADC's Job Coaching Program? *

Check all that apply.

- EADC Website
- EADC Social Media
- EADC Flyers
- Family/Friend Recommendation
- Career Counselor
- Other

30. Are you interested in joining the job coaching program? *

Mark only one oval.

- Yes
- No

31. What kind of job are you looking for? Check all that apply. *

Check all that apply.

- Administrative/Clerical/Office
- Call Center
- Communications
- Construction
- Customer Service
- Distribution
- Education
- Food Service
- Healthcare/Medical
- Hospitality
- Maintenance
- Management
- Mechanical
- Other
- Retail
- Sales
- Security/Law Enforcement
- Skilled Craft/Trade
- Technology
- Transportation
- Warehousing

32. If needed, briefly explain what kind of job you are looking for?

History

This information is NOT shared with employers. It is used to help you find work.

33. Have you had a felony crime conviction in the last 7 years? If yes, please explain. *

34. Are you currently on probation or parole? If yes, please explain. *

35. Are you employed now? *

Mark only one oval.

Yes

No

36. If you are employed, is your job: *

Mark only one oval.

Day Labor

Permanent

Seasonal

N/A

37. What is your monthly household income? *

38. Highest Grade Completed: *

Mark only one oval.

Nursery school to 4th Grade

5th Grade to 8th Grade

9th to 11th Grade

12th Grade, No Diploma

High School Diploma

GED

39. Highest Degree Earned: *

Mark only one oval.

- Associate's Degree
- Bachelor's Degree
- Master's Degree
- Doctorate Degree
- Certificate of training or skilled artisan
- Other/graduate professional degree

40. Do you have a dependable method of transportation? *

Mark only one oval.

- Yes
- No

41. Please check ALL that apply regarding your job search status: *

Check all that apply.

- Lost job due to COVID-19 related causes.
- Lost job due to layoffs, plant closings, or downsizing (Dislocated Worker)
- Unemployed for 6 months out of the last 12 months (Chronically Unemployed)
- 55 years of age or older (Advanced Age)
- Presently working, but need a better job to pay the bills or gain more skills.
- Other

Agreements

I certify that the information in this application is true and correct. I understand that falsification of any information in this application can lead to my disqualification or termination from EADC Bridging the Gap program. Further, I understand that any such misrepresentations by me are grounds to reject my application. I hereby authorize EADC Bridging the Gap program to thoroughly investigate my references, work history, experience, education or other matters related to my application, and further authorize my current or former employers to disclose, without recourse or limitation, all of my employment records without notifying me of such disclosure. I hereby fully and completely release EADC Bridging the Gap my current or former employers, their respective directors, officers, employees and agents, and all other persons from all claims or liabilities arising out of, or in any way related to, such an investigation or disclosure. I understand that this is a job coaching and placement program, and that I will not be paid for participating in Bridging the Gap, nor is my enrollment in the program a promise of future employment at Bridging the Gap. This application is not intended to create a contract, and the trainee relationship, should one follow this application, will be at-will and may be terminated at any time, with or without cause or notice, by either party. In consideration, and as a condition, of my acceptance by EADC Bridging the Gap as a trainee, I hereby waive, release, and hold harmless EADC Bridging the Gap, its officers, directors, employees, representatives, and volunteers from any and all claims and actions related to or arising out of my participation EADC's Bridging the Gap. I hereby grant EADC Bridging the Gap Program permission to use my likeness or the likeness of my children who are under 18 years in age in a photograph, video, or other digital reproduction in any and all of its publications and presentations, including website entries, without payment or any other consideration. I understand and agree that these materials will be the property of the above organizations. I hereby irrevocably authorize the EADC Bridging the Gap Program to edit, alter copy, exhibit, or distribute this photograph, video, or other digital reproduction for the purposes of publicizing the above organizations' programs or for any other lawful purpose. In addition, I waive the right to inspect or approve the finished product, including written or electronic copy, wherein my likeness appears. Additionally, I waive any right to royalties or other compensation arising or related to the use of the photograph.

42. I have read this agreement before signing below and I fully understand the contents, meaning, and impact of this agreement. *

Mark only one oval.

I agree.

I do not agree.

43. Applicant expressly agrees to waive any privileges of confidentiality to permit any and all information to be released to EADC Bridging the Gap. Applicant expressly agrees and understands that any or all information obtained through this signed consent form may be used at the discretion of EADC Bridging the Gap in determining the applicant's suitability for employment... *

Mark only one oval.

I agree.

I do not agree.