

**Career Advancement Navigator
General Service Technician (GST) Certificate Program
Shoreline College & Workforce Development Council of Seattle-King County**

The Career Navigator position was established to provide outreach to former and current students, for the purpose of identifying and linking them to opportunities for employment and post secondary education in their sector-related field. The Navigator works with students, Workforce Development Council staff, Shoreline College faculty and staff and Seattle automobile repair employers.

Education

- Assist students in the enrollment and registration process at the College
- Provide outreach to GST graduates and former students for connecting to skills upgrades training and certificate/degree programs
- Develop and strengthen relationships between community service providers, Community College staff and local employers
- Use comprehensive assessment for the development of individual career and training plans

Leveraging of Financial Resources

- Assist students with Financial Aid application (FAFSA), Washington State Opportunity Grant, and access to other grants and scholarships
- Provide assessment and referrals to WIA, ARRA, BFET, Worker Retraining, and local job initiative programs and other sources of support
- Work with College and service provider staff to develop funding plans that use multiple sources of funds

Supportive Services

- Help with emergency supportive services
- Identify resources for Healthcare, Childcare, Housing, Food, Transportation
- Provide referrals to local community- based organizations and government resources
- Assist with Driver and Professional license renewal/reinstatement programs

Employment and Retention

- Identify and develop internships and employment opportunities
- Help students to obtain industry- specific training and certifications
- Work toward wage progression, retention, and career advancement
- Build relationships with employers. Answer the “What’s in for me?” question
- Provide technical assistance to engaged employers with Work Opportunity Tax Credit and bonding

For more information contact:

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