

GOODWILL MILGARD WORK OPPORTUNITY CENTER

JOB RESOURCE ROOM

APPOINTMENT AND WALK-IN SCHEDULE INFORMATION 2022

COMMUNITY MEMBERS AND WALK-INS

- ✓ Schedule 2 hours at a computer workstation on Tuesdays, Wednesdays, and Thursdays from 830a - 12noon and 1230pm to 4:00p.
- ✓ Use online scheduler: www.Goodwillwa.as.me Phone assistance: (253) 573-6508

Walk-ins will complete an intake form before using services in Resource Room. Scheduled appointments have priority. Walk-ins have access to computer stations as they are available.

WORKFORCE DEVELOPMENT STAFF

Schedule 2 hour time blocks; 1 computer workstation, ½ the JR room, or the full JR room Monday — Friday 8am-5pm

See the Career Hub guide for staff scheduling links: MS TEAMS > TEAMS_WFD > GENERAL CHANNEL > TOP TAB > CAREER HUB GUIDE

NOTE: Staff links are the only way to book the Job Resource Room on Mondays and Fridays

THE CAREER HUB is required to track who uses the Job Resource Room and the reasons for use. We ask that the WFD programs and staff aide us in this effort by using our convenient scheduling system. Thank you for your help with this program requirement.

WEEKLY APPOINTMENT SCHEDULE

Schedule updated and reposted daily except on Mondays