



## **Native Workforce Services (NWS) Frequently Asked Questions**

### **When can I expect to begin working?**

- We are here to support and assist you in finding long term employment. Our staff will work with you on job searching skills, job seeking, job retention and adjusting to your new work environment.

### **Where can I get a bus pass?**

- Support services, such as bus passes, are available to individuals enrolled in the NWS program. Commitment to the program and dedicated follow-through on assigned job seeking activities are necessary in order to receive bus passes and all other support services.

### **I have an upcoming court date, can I still apply?**

- We want you to be successful. Experience has shown it is best to complete any court requirements prior to enrolling. Once employed, you do not want to have to take excessive days off.

### **What other services are available at the Phoenix Indian Center?**

- The Phoenix Indian Center has many services available to you and the community. We provide case management and resource/referral through our Navigator. We also have Adult Education, Navajo Language & Culture Classes, College and Career Readiness for High School students, Parenting and prevention programs. A Resource Room with computers is available for job searching and seeking educational information.
- Additional resources are also available within the building, which include Native American Connections for Behavioral Health issues and Housing recommendations.

### **What are the center's hours?**

- We are open Monday through Friday from 8am to 5pm. Federal holidays are observed. The Resource Room is open until 4pm.

### **I don't know how to use a computer, do you have classes?**

- We do offer a short Computer workshop. Goodwill has a great program and can point you to additional resources in the community.

### **Do I need to have a high school or high school equivalency diploma?**

- It is not necessary to have a high school or high school equivalency diploma. If you are interested in attaining your High School Equivalency Diploma, we do provide Adult Education classes. Research has shown those with a high school or high school equivalency diplomas earn a higher wage than those without one. We encourage all job seekers to complete their high school equivalency diploma.

### **I don't have all the documents required for intake, can I still apply?**

- It is necessary to provide all of the documents listed. If you are having trouble obtaining particular documents, please call our office 602-264-6768. We are more than happy to provide you further assistance.