

WEDNESDAY EMPLOYMENT ASSISTANCE AT ASIAN AMERICAN RESOURCE CENTER (AARC) – MONTHLY REPORT MAY 2018

Outreach at AARC

- 12 individuals were assisted at AARC.
- Employment Services Specialist Indira Nallapati worked 24 hours at AARC.

Advertisement/Marketing

- Posted Facebook and Twitter Posts each week to promote that Employment Specialist is available at the AARC on Wednesdays.
- HRD advertised in Epoch Times, Austin South Asian Monthly and the AARC monthly newsletter.

Achievements

- Mailed Community Job Fair (June 21st @ AARC) flyers to VACAT chair, Huy Nguyen and to VACAT secretary to be posted at the VACAT location as well as shared on their website, newsletter and social media.
- Mailed Community Job Fair flyers to Marina Bhargava, Arisa Mitsunaga and Joseph Choe of the Greater Austin Asian Chamber of Commerce as well as to Mr. Vince Cobalis with AAQOL.
- Met with Amy Wong Mok at the Asian American Cultural Center on May 23 to discuss the services we offer on Wednesdays at the AARC, explore the type of people traffic and services they have, and identify future events they host that we might participate in to promote our services on Wednesdays and our other employment office locations.
 - They have very little day time traffic at the Asian American Cultural Center.
 - They run a pre-school and after-school childcare/child enhancement program at the Center.
 - They have weekend and week-night cooking classes and language classes.
 - They host three major events annually.
 - Chinese New Year in February
 - Dragon Boat race in April
 - Lunar Festival September 22
 - They would like us and other City departments to participate in these events.
 - Ms. Mok agreed to post and distribute our flyers throughout their facility for class participants and parents and email them to her vast network of contacts
- Co-sponsored and attended the Community Job Fair hosted by Austin Public Health at the Asian American Resource Center on May 3rd.

- Set up resource booth at the CelebrAsia festival on May 12th at the Asian American Resource Center to talk with attendees about City of Austin jobs and the free employment services and our five employment locations where we provide job search assistance. Distributed employment service flyers in the four major Asian languages of Chinese, Korean, Vietnamese, and Burmese to attendees.
- Set up an informational booth at the 19th Annual Asian Pacific American (APA – a City of Austin Employee Affinity Group) Heritage Month Cultural Celebration on May 16th at the Palmer Events Center. Spoke about City of Austin job opportunities and distributed flyers (in four Asian languages) to attendees to promote the five locations where we offer free job counseling services to job seeker we offer to job seekers with emphasis on the Asian American Resource Center location.

Challenges

- The layout of office does not provide privacy to speak with applicants and the environment can be chaotic at times when there are others using the library. AARC has identified that the Employment Services Specialist could use one of the class room spaces when they are not in use should someone request privacy. The problem is that classrooms do not have computer access. The Employment Services Specialist needs access to the internet and a computer to discuss jobs and resources for job seekers.

Future activities

- Host and have an Employment Services booth at Community Job Fair at AARC from 3 – 7 p.m. to speak with job seekers about City of Austin jobs and the five locations where we offer free job counseling services. 36 employers are confirmed to participate.
- Participate in the Lunar Festival on September 22 hosted by the Asian American Cultural Center.
- Work with Public Information to advertise Employment Services at AARC on ATXN.