



Lay-off Assistance for Employers

WorkSource Portland Metro offers customized transition services to companies experiencing layoffs. Our goal is to lessen the impact by aligning resources and delivering services to your workforce in advance of and after the layoff.

Here are some of the services we provide:

- Help with Worker Adjustment and Retraining Notice (WARN) Act requirements to notify affected employees;
- Information sessions with employees on unemployment benefits, employment, education, and training options, and emergency funding assistance;
- Facilitation of a Transition Team composed of management, employees and union members that can assess the employment and training needs of workers and obtain services;
- Workshops on resume writing, interviewing, and in-demand jobs so workers understand transferability of skills;
- Coordination with other publicly funded programs;
- Assistance with filing a petition for Trade Act Assistance if layoffs are due to loss of business to companies outside of the United States;
- Staffed resource room at your worksite; and
- Innovative "Peer Advocate" training program that helps workers establish a support network.

We are committed to working with employers in Multnomah and Washington counties to develop the package of services needed. If employees are represented by a union, we will include them in the process. Call us today to find out how we can help.

Contact:

Oregon Dislocated Worker Unit

Hotline: 1.800.282.6514
www.workforce.state.or.us

WorkSource Portland Metro

Metro Central – 503.280.6046
Metro Southeast – 503.772.2300
Metro East – 503.669.7112
Metro Tualatin – 503.612.4200
Metro Hillsboro – 503.681.0219
www.worksourceportlandmetro.org

Labor Relations

Glenn Shuck, Labor's Community Services Agency, 503.231.4962

Program Administration

Lori Bean, Worksystems, Inc., 503.478.7313