

# Employer Outreach Specialist - One Stop

Professional Full-Time Professional

Tucson, AZ, US

APPLY TO EMPLOYER OUTREACH SPECIALIST - ONE STOP

: [https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=089fd557-435e-4aba-972e-](https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=089fd557-435e-4aba-972e-01ba72327e41&ccld=19000101_000001&jobId=421114&source=CC2&lang=en_US)

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## Are you right for Goodwill?

Our mission to **provide jobs and training to people to gain skills and achieve independence** is why we do what we do. Our success happens when all team members believe in and support our mission and live by our values every day. If you will contribute to our mission, live our values, and commit to doing your best, please complete this application. If you cannot commit to do all of these things, please stop here and do not complete the application.

With the right team members, we can realize our vision where **all people have the opportunity to reach their potential and contribute to our community**.

## How this role supports our mission:

The Employer Outreach Specialist - One-Stop provides job development, employer outreach and employer education services for Pima County One-Stop Career Center employers under the Workforce Investment and Innovations Act. This position is stationed at the Pima County One-Stop Career Center under a contract / collaborative agreement with the Pima County Workforce Development Board and Goodwill Industries of Southern Arizona. The Employer Outreach Specialist serves as a member of the One-Stop Business Services Team.

## What we require from you:

### Special requirements:

- Preferred Bachelor's Degree in Social Services, Education, Psychology, Business Administration or related area.
- Five to 10 years' experience in employer outreach or job development.
- Ability to provide support services by working with disabled/disadvantaged persons and assisting in the rehabilitation process of Goodwill Industries of Southern Arizona, Inc.

### Additional Requirements:

Demonstrate GISA's Values at all times.

Ability and willingness to perform all job tasks with a positive attitude.

Communicate in an honest, polite, and well-intentioned manner.

Do the right thing.

Establishes and maintains cooperative professional working relationships with Pima County One-Stop Career Center management and staff members, Pima County employers, and outside agencies. \*

Participates in professional organizations to keep updated on workforce trends, economic projections, and employer labor needs related to Tucson / Southern Arizona, as requested by One-Stop supervisor.

Works with community employers to promote and develop job opportunities for One-Stop customers in the Tucson-Pima County community.

Establishes contact and sets meetings with employers and training providers to develop plans to train incumbent workers in a skill which will advance their career and income.

Follows up with employers and tracks outcomes of participant's career advancements

Represents the One-Stop before groups, including employers and community agencies, through speaking engagements and individual meetings.

Acts as a liaison between the One-Stop programs and community agencies such as the Chamber of Commerce, business associations, educational institutions, industry and trade organizations, and economic development organizations.

Becomes familiar with a variety of complex workforce programs and how they involve business sectors within Pima County.

Conducts follow-up contact with employers to determine status of job referrals, employment of One-Stop customers, and interest in other Pima County One-Stop Career Center provided services.

Maintains required confidentiality and security of information created or encountered in the course of assigned duties.

Maintains comprehensive manual and computer-based records, databases and files, as requested by One-Stop supervisor.

Ability to work independently, with minimum supervision.

Ability to be flexible and adapt to changing priorities and environments.

Ability to read, write, and speak English; follow written and verbal instruction.

Possess current AZ driver's license, and personal transportation with proof of auto insurance.

## Employee Benefits:

Paid Time Off (PTO)

Paid Sick Leave

Company-paid Telemedicine plan

Medical, dental, and vision insurance

Long- and Short-term Disability

Identity Theft Protection

403(b) retirement plan

30% employee discount

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**Criminal background screenings will be conducted on all eligible candidates. Only convictions that could impact this position will be considered.**

**We encourage all national service members, veterans, and their family members to apply.**

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Location: Tucson, AZ