

DID YOU KNOW...?

Tisha Williams Provides Resume Development Support for Shelter Residents

Asking: What Do You Really Want to Do?

Residents of Henry Street's transitional and supportive housing residences typically have created a resume during their careers, according to Employment Coordinator Tisha Williams. But sometimes they need an overhaul before a new job search.

"The layout might be outdated, or it might not speak to individuals' core experience and skills," Williams says, adding that there are ways to make everyone more marketable and show why they are the best person for a position. "They're so appreciative of how we elevated their resume and how it looks so professional."

Residents may feel pressure to take the first job they can find—regardless of the pay or their past experiences in the field—so they can leave shelter. But despite the urgency, Williams encourages them to first think about what they really want to do. Shelter residents, she says, may have skills and experience that they do not realize will help them qualify for a job. Sitting down with each person, Williams begins with a focus on what individual really want to do.



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EVENT CALENDARS

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HIGHLIGHTS:

- **Third Street Supportive:** Painting Group every Wednesday, 3-4 p.m., Conference Room
- **Helen's House:** Gingerbread House Making, December 14, 4-6 p.m., 269 Henry Street
- **Employment Services:** Finding Your Lane Workshops, December 6, 10 a.m. and 5 p.m., UFC Community Room

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Employment Services



Urban Family Center



Third Street Supportive Housing



Helen's House



Third Street Women's Shelter



Stanton Street Supportive Housing

RESUME SUPPORT *cont'd from front*

Sitting down with each person, Williams begins with a focus on what individuals really want to do. "Not everyone knows what their dream job is," she says. "I ask, 'when you were a child, what was your passion?' We may discover they want to advocate for others. They might want to be a nurse or lawyer. Your options should not be limited because you are living in transitional housing right now."

When building a resume, Williams helps her participants dig deep: in your past jobs, how many people did you serve? Did you make your workplace more productive or introduce new systems? Devoting at least an hour to each weekly or biweekly appointment, she says, "I'm like an investigative reporter," she says, "digging into their past."

Initial resume development appointments begin over the phone and then can move into the computer lab at Urban Family Center or over Zoom (especially for those who don't have childcare).

Williams has helped dozens of shelter residents find jobs as well as educational experiences, which often lead to permanent housing. (Recently, one person became a hotel attendant, and another joined Henry Street's Building Automation Systems Training program.) "People are often so surprised and happy when they get their job," she says. "It brings joy to me to see the excitement in their faces and their renewed sense of self."

SCHEDULE AN APPOINTMENT:

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