to create a friendly place

Free print copies for job seekers

Offer one free copy of resume on nice resume paper.

Offer 5 free resume faxes per week!

Remove time limits for computer use for job seekers

Have a flexible phone policy for those in need.

Open early 1-2 days/week for job seekers only.

Chat daily with a job-seeker.

Ask what they're doing and what they need.

Offer free coffee during job center hours.

Can't afford coffee? Ask a local bank or business to sponsor it!

to build programs for job seekers

Create handouts about library services for job seekers

Bookmark popular job search sites on your public computers

Feature the best of your collection for job seekers in a display or on your website.

Create an online job center

Offer library meeting rooms to local workforce agencies.

Offer workshops on resume-writing

Offer 1-on-1 interview tutoring

Start a job club

to support families

Schedule job seeker workshops to coincide with storytimes

Start a "coupon exchange club" to help families save money.

Provide "tough times" info on help with bill paying, food pantry locations, emergency housing, etc.

Offer just-for-fun family programming on Friday or Saturday nights to help those struggling financially to spend time together as a family.

Place a computer in the children's area for parents to use for job-seeking

Invite Ag. Extension to do a workshop on home vegetable gardening or raising chickens in the backyard.

Offer workshops on how to live on a restricted income

Enlist a mental health professional to provide pro bono workshops on dealing with the stress of job loss.

to stay informed

Have the local workforce agency provide workshops to library staff about how to use their services

Create and sustain relationships with local social service agencies.

Have "lunch and learn" sessions for staff once a week

Offer mini-workshops for staff on social networking and new tech tools for job seekers

Provide "reference interview" training with role playing and practice

At staff meetings, ask each person to share an experience with an un(der)employed patron.

Collect success stories!

Assign a "PR" person on your staff to stay in touch with local media and keep the library's services "top of mind"