

NEWSLETTER

REGION VII WORKFORCE DEVELOPMENT BOARD

American Job Centers

AJCs have experienced career counselors on staff that work with job seekers to identify their interests, assess their skills and abilities and advise them on in-demand jobs and potential training opportunities. Many AJCs also offer recruiting events, workshops on resume writing, interviewing skills, and job search activities.

Comprehensive AJCs offer free access to a resource room which includes computers with internet, telephones, and fax machines. These rooms are open to the public on a self-service basis. Staff are typically available to assist job seekers with building a resume, general career exploration, and job search.

Two Types of AJCs

- **Comprehensive American Job Centers** - Provide a full array of employment and training related services for workers, youth and businesses. These locations include the mandatory Workforce Innovation and Opportunity Act (WIOA) partners on-site.
- **Affiliate American Job Centers** - Provide limited employment and training related services for workers, youth, and businesses. These locations do not include all the mandatory Workforce Innovation and Opportunity Act (WIOA) partners (i.e., Veterans, Vocational Rehabilitation) on-site.

Staff Members



Michael Cooper
WIOA Career Coach

Michael Cooper joined the One-Stop staff in April 2023. He is based out of our Martinsburg office where he oversees the weekly orientation class and counsel's clients interested in WIOA's job's programs. He also spends time each week in our Moorefield office where, in addition to our other grant programs Mike assists clients seeking educational and supportive services grants.

Mike grew up in Fairfax County, Virginia where he attended Falls Church High School and NVCC. In 1985 Mike obtained his P&C and L&H insurance licenses affording him the opportunity to fulfill his goal of opening his own agency in Northern Virginia. Mike's insurance career spanned 38 years as an agent and consultant before being offered his position with Career One Stop. Recently, Mike completed both the Case Management 1 Certification Program and Case Management 2 Certification Program from Workforce 180.

In his free time Mike enjoys golf, bowling, archery, attending sporting events, skeet, trap and sporting clays shooting, live theater and concerts of all types.



Career Coach