



## Once You Decide On the Job You Want

### **Decided on a job you may want?**

Great! Think about skills you might need for the position like using email, following written directions, or using Word or Excel programs.

### **Libraries and public services offices let you use their computers for anything job-related!**

Google those skills! Seriously, most places that help with resources in any state have either Googled and printed or saved the resources they have to give to you.

### **Here are great free websites:**

- <https://edu.gfcglobal.org> for self-paced learning for computer tasks
- <https://www.youtube.com/> for videos of many different types of work.

The more you know and are comfortable with tasks, the more confident you will be. You don't have to type 60 words a minute. Steady finger pecking and using spell check will be just fine for most jobs. Practice, practice, practice.

**Got a smart phone and time on your hands?** There is free Wi-Fi all over town. Save your data for other things! Check into anything that interests you.

**Finding a job that is right for you.** Not every job is going to meet your needs, and that is alright. If you decide you don't want to work somewhere you don't thrive, just keep looking. Staying in a job you don't want can be very distressing. It is not your fault. Work can be very demanding and can impact your mental health. You can leave any job that does not work for you – it's a two way street! Ask other people about jobs, especially others with lived experiences similar to yours. Ask them how they got their job, and what steps they took to get there.

It's ok to have a job for a short time just to make some money. People do it all the time. Offer your services for free if you can to see if you like the company before you decide to be hired. Everyone deserves to have an income and career of their choice.

Find more information on this topic at [www.peerlinktac.org](http://www.peerlinktac.org). This document is made possible by grant funding from the Substance Abuse and Mental Health Services Administration (SAMHSA) Grant # SM062558. The views, opinions, and content expressed in this document do not necessarily reflect the views, opinions, or policies of the Center for Mental Health Services (CMHS), the Substance Abuse and Mental Health Services Administration (SAMHSA), or the U.S. Department of Health and Human Services (HHS).