

**Career Planner/Employer Outreach Specialist: Full-time  
Faribault, MN  
(Rice and Steele Counties)**

Workforce Development, Inc. is looking for a friendly, professional, and experienced Dislocated Worker Career Planner/Employer Outreach Specialist to join our team in Faribault, MN at the CareerForce office location. Workforce Development, Inc. is a non-profit organization dedicated to developing and advancing the workforce of SE MN. We are a customer-focused, action-oriented team of professionals dedicated to the principles of Respect, Integrity, Innovation, Education and Community. We value the creativity that comes from having a diverse mix of talented employees.

The right candidate will make a difference in people's lives daily by providing career planning services, developing employment and training plans, administering and interpreting assessments, providing job search and placement services, teaching job search techniques to individuals and groups, and delivering case management for our customers.

We will rely on this person to have experience speaking to and working with employers to assist in meeting their workforce needs, working with culturally diverse populations, in addition to technology and computer proficiency in managing support databases and Windows/MS Office. Knowledge of area resources and bilingual skills are appreciated.

This position will cover all of Rice and Steele Counties, MN, with offices based in Faribault, and Northfield, MN.

If you are interested in a dynamic work environment at an organization dedicated to helping job seekers and employers, please submit your resume and letter of interest to be received by **4:30pm** on **August 28, 2020**, to:

Hiring Committee  
Workforce Development, Inc.  
2070 College View Road East  
Rochester, MN 55904  
Or Fax: 507.292.5173  
Or E-mail: [ewessing@wdimn.org](mailto:ewessing@wdimn.org)