



Leveraging Resources, Creating Opportunities, Keeping Promises

### **What Is The SOURCE?**

The SOURCE is a non-profit employee support organization designed to help employees keep their jobs, receive training to enhance their employment, and help employees move into better positions within or across companies. We do this by utilizing the best resources of the government, other area non-profits, and private employers.

### **The SOURCE provides free and confidential services to any employee from:**

- American Autocoat
- American Seating Co.
- Butterball Farms Inc.
- Cascade Engineering
- Cascade Fresh Cleaning Co.
- Covenant Village of the Great Lakes
- The Decc Co.
- Grand Rapids Foam Tech.
- Pridgeon & Clay
- Proos Manufacturing Inc.
- Richwood Industries
- Spectrum Health, Environment Services and Nutrition Services
- Spectrum Industries
- Vi-Chem Corp.
- WMCAT
- Wolverine Coil Spring

**The SOURCE office hours from 7:30 a.m. to 4:30 p.m. Monday through Friday. However, we are able to accommodate employees from any shift. Please feel free to stop by our office to meet the staff and see our facility or call to set up an appointment. The SOURCE has staff that speaks English and Spanish.**

### **Why should I call The SOURCE?**

The SOURCE has a partnership with your employer to help you keep your job. This means that we can help you find solutions to problems you are having at work or at home so you can keep working. You can call us for help with situations like:

- You are stressed out at work
- Your bills are more than you can handle
- You need a reliable childcare provider or a back up provider
- You or a family member has a drug or alcohol problem
- You need to find a more affordable apartment or want to buy a home
- You are having a conflict with a family member, co-worker, or neighbor
- You think your kids are getting out of control
- You need credit counseling or budgeting assistance
- You would like to apply for food stamps, Medicaid, or other assistance
- You would like personal, marital, or family counseling
- You or a family member needs help completing paperwork in English or Spanish

### **What happens when I call The SOURCE?**

In order to help you best, we will need to get some details from you about your situation. We may need to see you in person and will try to be flexible around your work schedule. We will then coordinate services to address your concern and will support you as you work through it.

### **Will The SOURCE share my information with my employer?**

Not unless you give your consent. In some cases we may need to verify some basic information about you with your employer, such as wage, date of hire, or attendance history. If this is the case, your personal information will still remain confidential and we will not tell your employer why you are seeking SOURCE assistance.

### **What if I am already receiving assistance from the Department of Health & Human Services (DHHS)?**

The SOURCE offers on-site DHHS caseworkers that can help you with various employment and home-related issues. If you do not have a case with DHHS, there are other caseworkers at The SOURCE that can help you and your family.

## How do I get in touch with The SOURCE?

You can call The SOURCE on your own at 452-5295 or request a call from The SOURCE through your Human Resource representative.

## What else does The SOURCE do?

The SOURCE also offers training opportunities and classes on site to help you build your personal and employment skills so you can grow within your company or move to a higher paying position at another SOURCE company. We partner with other organizations throughout the community to offer classes in:

- Basic Computers
- Computer Applications
- Financial Management
- Credit Repair and Foreclosure Prevention
- Affordable Family Nutrition
- Basic and Intermediate Spanish
- English as a Second Language (ESL)
- The Basics of Investing
- Leadership and Problem Solving
- Math Proficiency
- GED Classes
- Health and Wellness Classes
- The SOURCE can also help you enroll in college and apply for financial aid.

If you are interested in a class or other educational opportunity that is not offered at The SOURCE, we can help you locate the program or class that is right for you and help you get signed up.

### Executive Director

Mindy Ysasi

### Director of Operations

Erika Gonzalez

### Director of Development

Joyce Lewis-Rohrer

### Resource Navigator

Phlavia Ross

### Career Navigator

Sam Klaskow

### DHHS Caseworkers

Milly Chavez

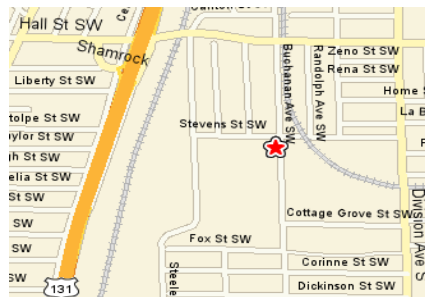
Paula Wood

### DHHS Eligibility Specialist

Marianna Martinez

### Office Manager

Carola Carassa



### The SOURCE

1409 Buchanan Ave. SW

Grand Rapids, MI 49507

(616) 452-5295

[www.grsource.org](http://www.grsource.org)

[info@grsource.org](mailto:info@grsource.org)

The SOURCE is a racism-free organization that does not discriminate against any attribute, condition, or belief. We serve all people within our member companies.