Resources for When You’ve Been Laid off during COVID 19

1. Take time to process the change, grieve, and prepare to tell friends and family.
   - Call Invest EAP. Remember you are covered for 90 days after leaving your job.
   - Check out this resiliency toolkit. You can do as little or as much as you want each day.
   - Don’t rush to apply to any job; take a day or two to breathe and strategize.

2. Continue your relationship with your (recent/past) employer:
   - Ask your employer if you qualify for other internal job openings.
   - Ask your employer and the Human Resources department if you qualify for unemployment.
   - Ask your employer what happens with your health insurance.
   - Ask your employer if they will write you a reference.

3. Assess your finances
   - Invest EAP can help connect you to an attorney and financial planner for free.

4. Determine if you qualify for State Employment Resources:
   - State Department of Labor: Unemployment benefits, resume support and job placement
     i. VERMONT: https://labor.vermont.gov/, NEW HAMPSHIRE: www.nh.gov/labor/
   - State Division of Aging and Independent Living: Resume and job placement support for the elderly and people with disabilities
     i. VERMONT: https://dail.vermont.gov/
     ii. NEW HAMPSHIRE: https://www.nhcarepath.dhhs.nh.gov/elderly-adults/index.htm

IN VERMONT: HOW DO I ESTABLISH MY UNEMPLOYMENT CLAIM?

   - Establishing an initial Unemployment Insurance Claim - 1-877-214-3330
     o The Full-Service Unemployment Insurance Claims Center can be reached at 1-877-214-3330.
     o The Department of Labor has created a new electronic form for establishing initial Unemployment Insurance Claims - complete the form by clicking here.
     o A supplemental phone line has also been established for assistance in establishing initial claims, and may be reached at 1-888-807-7072.
     o More information about filing establishing a NEW claim can be found at https://labor.vermont.gov/unemployment-insurance/ui-claimants/establishing-unemployment-claim.
   - Existing UI Claimants: Claimant Assistance Line - 1-877-214-3332

IN VERMONT: WHAT ABOUT HEALTH INSURANCE?

Due to the COVID-19 emergency, Vermont will be temporarily waiving financial verifications required for those seeking to enroll in health insurance; extending out coverage periods until after the emergency ends; suspending certain terminations of health insurance; offering a Special Enrollment Period (1 month) for those who do not

www.investeap.org / 866-660-9533
currently have health insurance to enroll in a qualified health plan and receive premium and cost-sharing assistance, if eligible. Visit Vermont Health Connect to learn more or enroll.

5. Prepare to apply for jobs
   - Talk to a career counselor (this may be fee-based)
     - Invest EAP can help you connect to one
   - Line up 3 references (contacts who can speak to your work)
   - Update your resume
     - There are free templates in Word
     - Examples can be found online
     - Ask someone in your network who might be handy with this
   - **Surround yourself with positivity** and maintain good boundaries with loved ones
   - Tap your connections
     - Talk to friends and family who like their jobs. See who is hiring.
     - Join LinkedIn to network and find jobs
     - Check on social media outlets to see who is hiring
     - Consider networking events through your local Chamber of Commerce
   - Contact local Temp Agencies
   - **Reframe your layoff and settle on a short and upbeat explanation for interviews.**
     “My former company went through extensive downsizing due to the global pandemic, and I’m using this as an opportunity for a more mindful career path.”
     - Contact EAP for support with this

**COVID 19-specific job help: exclusive tips (aside from Indeed.com and the classified ads)**

1. Two forms have been created to help individuals navigate these uncertain employment waters. For job seekers, the new **job search form by the Chamber of Commerce** lets you upload your resume and desired employment information. That information is then passed off to HR professionals and recruiters.

   For employers, the **job openings form** lets you upload information on your current open positions. That information is then uploaded to our job board.

2. Vermont Department of Public Service Announces Public Internet Hotspot Maps (link)
   Broadband Internet access is an important resource for job seekers but may not be readily available to all residents. The Public Service Department has prepared a map of public buildings in Vermont where WiFi with access to the internet is publicly available. **These sites are accessible at all hours from a parked vehicle on the road or parking lot.**

3. GMT to offer free bus service, alter routes (link)
   Due to the rapidly changing COVID-19 pandemic, the Burlington area public bus system, GMT, is offering the following updates to its passengers.