

Resources for the Recently Laid Off/Non-Reappointed Employees

- 1. Employment and Equal Opportunity.** HR/EO's Employment and Equal Opportunity office provides ongoing support to employees who have been laid off or non-reappointed. Their goal is to assist you with strategies on how to identify and apply for open positions either internal or external to the University. Your recruitment coordinator will provide you with information on resume and cover letter development, interview preparation, Internet search strategies, and how to navigate the University's applicant tracking system. Contact HR/EO directly at hrdept@ku.edu or 864-3686 to schedule your appointment.
- 2. Employee Relations.** HR/EO's employee relations team is available to provide you with assistance in identifying a career path, change management techniques, facilitation, grief and crisis management and training.
- 3. Benefits.** Contact the HR/EO Benefits Office upon receipt of your lay-off or notice of non-reappointment to discuss benefit options and availability, COBRA, leave accrual payouts and any related retirement options. Contact the Benefit's Office by calling 864-4946.
- 4. Training.** Several training opportunities are available to assist you with your job search, such as management and leadership skills, resume building, etc. For information contact 864-3686 or visit <http://www.hreo.ku.edu/training/info>.
- 5. Unemployment Insurance.** In the event a new position is not secured upon lay-off or non-reappointment, you may be eligible for weekly unemployment benefits for up to 26 weeks, following a one-week waiting period. To avoid any delay of benefit payments, it is important to file a claim as soon as possible following the last day worked at <https://www.uibenefits.dol.ks.gov/>. Questions or concerns regarding qualification factors and online claim submittals should be directed to 1-800-292-6333 (claims) and 1-877-655-4457 (qualifications and other questions).
- 6. LifeLine.** For support in addressing issues related to job loss, support is available 24-hours a day for help in dealing with personal or family problems. The toll-free number for LIFELINE is 1-800-284-7575 and information is available on-line at <http://www.khpa.ks.gov/healthquest/lifeline.htm>. The LIFELINE Employee Assistance Program (EAP) is a special service provided for State of Kansas benefits eligible employees and their dependents at no charge.
- 7. Community Resources.** Outside the campus there are a variety of employment resources State of Kansas Government Job Site <http://www.da.ks.gov/ps/aaa/recruitment/>; Kansas Works which provides employment opportunities, training, social services and other services; CareerBuilder.com: various temporary agencies and other large employment search engines.

- 8. Additional Employee Assistance Resources** - Counseling from other sources listed below may be provided with or without cost or on a sliding fee scale basis. Professional-level or practicum counselors may provide assistance in the on-campus resources listed below. In some instances, counseling costs may be covered for the agencies listed below by health insurance with proper referral from your primary health care provider. Agencies listed may provide personal counseling, treatment, emergency assistance, and educational information or referral services.

Financial Counseling

Human Resources and Equal Opportunity – Benefits Office (pre-retirement counseling) – 864-4946
United Way of Topeka (housing and credit counseling) – 785-234-0217

Mental Health and Substance Abuse Counseling

Alcohol Safety Action Project (Lawrence) – 841-2880
Bert Nash Community Mental Health Center – 843-9192
Catholic Community Center – 841-0307
DCCCA – 841-4138
GaDuGi Safe Center – 843-8985
Headquarters – 841-2345
KU Psychological Clinic 864-4121
LIFELine (State) – 1-800-284-7575
Women’s Transitional Care Services – 843-3333

Legal Assistance

Douglas County Legal Society, Inc. (low income) - 864-5564
Kansas Legal Services (low income) - 1-800-723-6953

Local Clinicians

Al-Anon – Alateen - 1-800-398-1121
Alcoholics Anonymous - 842-0110
East Central Kansas Regional Prevention Center - 841-4138
First Step House of Lawrence - 843-9262

Wellness Activities

Lawrence Parks and Recreation Classes - 832-7930
Lawrence Memorial Hospital Class Information - 840-3133
Recreation Services and Building Hours - 864-1370 and 864-3546
Robinson Building Hours and Services - 864-3491 and 864-3385
Wellness Resource Center - 864-9572 and 864-9575
Watkins Health Center - 864-9500

Additional Information:

- http://www.hreo.ku.edu/policies_procedures/termination/uss_layoff
- http://www.hreo.ku.edu/policies_procedures/termination/ups_non_reappointment