

# Employment Readiness Workshop Calendar

## April 2017



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
2	3 New Client Orientation 9:30am-11am Presenting Yourself as a Professional 10am-12pm	4 New Client Orientation 9:30am-11am Job Club Wk.1 10am-12pm Basic LinkedIn 1pm – 3:00pm	5 Mastering the Interview Wk. 1 10am – 12:30 pm	6 Resume Development 10am – 12:30 pm New Client Orientation 2:00 – 3:30pm	7 Confidence Building 10am – 12 pm	8 Saturday Resume Development 10am – 12 pm
9	10 New Client Orientation 9:30am-11am The Art of the Interview 10am-12pm	11 New Client Orientation 9:30am-11am Job Club Wk.2 10am-12pm Basic LinkedIn 1pm – 3:00pm	12 SPECIAL WHW HOURS OPEN 2-5PM ONLY	13 New Client Orientation 2:00 – 3:30pm	14 WHW CLOSED – HOLIDAY	15
16	17 New Client Orientation 9:30am-11am	18 New Client Orientation 9:30am-11am Job Club Wk.3 10am-12pm	19 Mastering the Interview Wk. 2 10am – 12:30 pm	20 Resume Development 10am – 12:30 pm New Client Orientation 2:00 – 3:30pm Alumni Alliance 6:30-8:30pm	21	22 WHW Empowering Employment Success Saturday Sale!
23	24 New Client Orientation 9:30am-11am StrengthsFinder 1:00-3:30pm	25 New Client Orientation 9:30am-11am Job Club Wk.4 10am-12pm Advanced LinkedIn 1pm – 3:00pm	26 Mastering the Interview Wk. 3 10am – 12:30 pm	27 New Client Orientation 2:00 – 3:30pm	28 Reinvent Yourself & Vision Books Part1: 10am-12pm Part2: 1pm-3pm	29
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### Resume Development

Participants learn valuable tips on how to write resumes that will stand apart. Interactive exercises help job seekers develop a resume that highlights their individual skills, knowledge, & abilities

### Job Club

Addresses the unique issues facing job seekers. Learn lifelong tools needed to discover your skills and effectively market yourself to potential employers

### Mastering the Interview

Get hands-on practice for job interviews, participate in taped mock interviews and learn to present yourself as strong candidates

WHW

### LinkedIn

Create or update your LinkedIn profile and learn how to utilize this powerful networking tool

### Pathways to Employment

This workshop series will position you to have a competitive edge and navigate your network to leverage viable job opportunities

1800 East McQueen Avenue, Suite 1A, Santa Ana, California 92705 | 949.631.2333 | www.WHW.org

Monday – Friday 9:00 am to 5:00 pm | Saturday 9:00 am to 1:00 pm

**Please call us to sign up for any of our workshops!**