

Employment Readiness Workshop Calendar

May 2017



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 New Client Orientation 9:30am-11am	2 New Client Orientation 9:30am-11am Job Club Wk.1 10am-12pm Basic LinkedIn 1pm – 3:00pm	3 Mastering the Interview Wk. 1 10am – 12:30 pm	4 Resume Development 10am – 12:30 pm New Client Orientation 2:00 – 3:30pm	5 Confidence Building 10am – 12 pm	6
7	8 New Client Orientation 9:30am-11am	9 New Client Orientation 9:30am-11am Job Club Wk.2 10am-12pm Basic LinkedIn 1pm – 3:00pm	10 Mastering the Interview Wk. 2 10am – 12:30 pm	11 New Client Orientation 2:00 – 3:30pm	12 Personal Branding 10am – 12 pm	13
14	15 New Client Orientation 9:30am-11am Speak Up! Public Speaking Coaching 10am-12pm	16 New Client Orientation 9:30am-11am Job Club Wk.3 10am-12pm Advanced LinkedIn 1pm – 3:00pm	17 Mastering the Interview Wk. 3 10am – 12:30 pm	18 Resume Development 10am – 12:30 pm New Client Orientation 2:00 – 3:30pm	19 Optimizing LinkedIn 10am – 12 pm	20
21	22 New Client Orientation 9:30am-11am Wiping the Slate Clean 10am-12pm	23 New Client Orientation 9:30am-11am Job Club Wk.4 10am-12pm	24 Mastering the Interview Wk. 4 10am – 12:30 pm	25 New Client Orientation 2:00 – 3:30pm Alumni Alliance 6:30-8:30pm	26 Because I Can – Overcoming Obstacles 10am – 12 pm	27
28	29 WHW CLOSED – HOLIDAY	30	31			

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

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

WHW

1800 East McFadden 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!