

# Employment Readiness Workshop Calendar

## December 2017



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 Confidence Building 10am – 12 pm	2
3	4 Welcome Orientation 9:30am – 11:00am Entrepreneurship – Choosing Your Business 10am-12pm Ingram Micro Project Interview 12:00pm – 4:30pm	5 Welcome Orientation 9:30am – 11:00am Roadmap to Success 10am – 12:00pm Basic LinkedIn 1pm – 3:00pm	6 Eaton Project Interview 8am-1pm	7 Welcome Orientation 9:30am – 11:00am Resume Development 10am – 12:30pm	8 Personal Branding 10am – 12 pm	9
10	11 Entrepreneurship – Designing Your Vision & Mission 10am-12pm Welcome Orientation 9:30am – 11:00am	12 Welcome Orientation 9:30am – 11:00am Roadmap to Success 10am – 12:00pm Basic LinkedIn 1pm – 3:00pm	13 Mastering the Interview 10am – 12:30pm Evening Resume Development 6:30pm – 8:30pm	14 Welcome Orientation 9:30am – 11:00am	15 Networking 10am – 12 pm	16
17	18 Entrepreneurship – Planning & Building Your Business 10am-12pm Welcome Orientation 9:30am – 11:00am	19 Welcome Orientation 9:30am – 11:00am Roadmap to Success 10am – 12:00pm Advanced LinkedIn 1pm – 3:00pm	20 Mastering the Interview 10am – 12:30pm	21 Welcome Orientation 9:30am – 11:00am Resume Development 10am – 12:30pm	22 Because I Can- Overcoming Obstacles 10am – 12 pm	23
24	25 <b>WHW CLOSED – HOLIDAY</b>	26 <b>WHW CLOSED – HOLIDAY</b>	27	28	29	30

### Resume Development

Participants learn valuable tips on how to write resumes that will stand apart. Learn to develop a resume that highlights individual skills & abilities.

### Road Map to Success

Addresses the unique issues facing job seekers. Discover your unique qualities. Learn lifelong tools needed to effectively market yourself to potential employers.

### LinkedIn

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

### Mastering the Interview

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

### 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!**