


# Employment Readiness Workshop Calendar

## January 2018



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 WHW CLOSED – HOLIDAY	2 Welcome Orientation 9:30am – 11:00am	3 WHW CLOSED – HOLIDAY (Moving Day)	4 WHW CLOSED – HOLIDAY (Moving Day)	5 WHW CLOSED – HOLIDAY (Moving Day)	6
8 Welcome Orientation 9:30am-11am	9 Welcome Orientation 9:30am – 11:00am Roadmap to Success Wk1 11am – 1:00pm Basic LinkedIn 2pm – 4:00pm	10 Mastering the Interview Wk 1 10am – 12:30 pm Evening Resume Development 6:30-8:30 pm	11 Welcome Orientation 9:30am – 11:00am Resume Development 10am – 12:30pm	12 Optimizing LinkedIn 10am – 12 pm	13
15 WHW CLOSED – HOLIDAY	16 Welcome Orientation 9:30am – 11:00am Roadmap to Success Wk2 11am – 1:00pm Basic LinkedIn 2pm – 4:00pm	17 Mastering the Interview Wk2 10am – 12:30 pm	18 Welcome Orientation 9:30am – 11:00am Resume Development 10am – 12:30pm	19 Achieving Your Dreams 10am – 12 pm	20
22 Welcome Orientation 9:30am-11am	23 Welcome Orientation 9:30am – 11:00am Roadmap to Success Wk 3 11am – 1:00pm Advanced LinkedIn 2pm – 4:00pm	24 Mastering the Interview Wk3 10am – 12:30 pm	25 Welcome Orientation 9:30am – 11:00am Strengths Finder Assessment Session1: 10am – 11am Session2: 11am – 12pm  Alumni Alliance 6:30-8:30pm	26 Transforming Your Energy 10am – 12 pm	27 Deja New Grand Opening 9am-4pm 
29 Welcome Orientation 9:30am-11am	30 New Client Orientation 9:30am-11am Roadmap to Success Wk 4 11am – 1:00pm "Tax Time" with Tanya 10am-12pm	31 Mastering the Interview Wk4 10am – 12:30 pm Reinventing Yourself for Professional Growth 10am-12pm			

### 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

### Roadmap to Success

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

2803 McGaw Avenue, Irvine, CA 92614 | 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!**

### 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