

Employment Readiness Workshop Calendar

May 2018



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 Welcome Orientation 9:30am – 11:00am Roadmap to Success Wk. 1 11am – 1:00pm Basic LinkedIn 2pm – 4:00pm	2 Mastering the Interview Wk. 1 10am – 12:30 pm	3 Welcome Orientation 9:30am – 11:00am Resume Development 10am – 12:30pm	4 Confidence Building 10am – 12:00pm	5
7 Welcome Orientation 9:30am-11:00am	8 Welcome Orientation 9:30am – 11:00am Roadmap to Success Wk. 2 11am – 1:00pm Basic LinkedIn 2pm – 4:00pm	9 Mastering the Interview Wk. 2 10am – 12:30 pm Evening Resume Development 6:30-8:30 pm	10 Welcome Orientation 9:30am – 11:00am	11 Personal Branding 10am – 12:00pm	12
14 Welcome Orientation 9:30am-11:00am	15 Welcome Orientation 9:30am – 11:00am Roadmap to Success Wk. 3 11am – 1:00pm	16 Mastering the Interview Wk. 3 10am – 12:30 pm	17 Welcome Orientation 9:30am – 11:00am Resume Development 10am – 12:30pm	18 Networking 10am – 12:00pm	19
21 Welcome Orientation 9:30am-11:00am	22 Welcome Orientation 9:30am – 11:00am Roadmap to Success Wk. 4 11am – 1:00pm Advanced LinkedIn 2pm-4:00pm	23 Mastering the Interview Wk. 4 10am – 12:30 pm	24 Welcome Orientation 9:30am – 11:00am Wiping the Slate Clean 10am – 12:00pm	25 Optimizing LinkedIn 10am – 12:00pm	26
28 WHW CLOSED – HOLIDAY	29 Welcome Orientation 9:30am-11:00am	30 Reinvent Yourself & Vision Books Part1: 10am-12:00pm Part2: 1pm-3:00pm	31 Welcome Orientation 9:30am – 11:00am Resume Development 10am – 12:30pm		

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

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

Roadmap to Success

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

Pathways to Employment

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