

# Employment Readiness Workshop Calendar

## May 2019

Visit WHW's New Job Search Center - Open Monday-Friday 9am to 5pm  
 Two Laptops available for job search activities (first come, first serve)  
 Work on your Resume, Apply for Jobs, Update LinkedIn Profile and more!



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		1	2 LinkedIn: Behind the Scenes 10:00am - 11:00am  Resume Development 10:00am – 12:30pm  Welcome Orientation 3:30pm – 5:00pm	3
6 Welcome Orientation 9:30am – 11:00am  Creating Your Action Plan 11:00am – 1:00pm	7 Welcome Orientation 9:30am – 11:00am  Success Strategies WK 1 10:00am – 12:00pm  Managing Up 5:00pm – 6:00pm	8 Mastering the Interview WK 1 10:00am – 12:30pm  Healthworks Certified Nurse's Assistant Orientation 1:00pm – 3:00pm	9 Impact Day featuring Keller Williams 9:00am - 12:30pm  Strength Finders Assessment (#1) 3-4 pm & (#2) 4-5 pm  Welcome Orientation 3:30pm – 5:00pm	10 Confidence Building 10:30am – 1:00pm  Leadership Awareness WK 1 10:30am – 12:30pm  Making Transitions Easy 1:00pm – 3:00pm
13 Welcome Orientation 9:30am – 11:00am  Personal Branding 1:00pm – 3:00pm	14 Welcome Orientation 9:30am – 11:00am  Success Strategies WK 2 10:00am – 12:00pm  Networking 1:00pm – 3:00pm	15 Mastering the Interview WK 2 10:00am – 12:30pm	16 Welcome Orientation 3:30pm – 5:00pm  Resume Development 5:30pm – 8:00pm	17 Leadership Awareness WK 2 10:00am – 12:00pm  Elevator Pitch 1:00pm – 3:00pm  Strength Finders 2:00pm – 5:00pm
20 Welcome Orientation 9:30am – 11:00am  Creating Your Action Plan 11:00am – 1:00pm	21 Welcome Orientation 9:30am – 11:00am  Success Strategies WK 3 10:00am – 12:00pm	22 Mastering the Interview WK 3 10:00am – 12:30pm	23 Resume Development 10:00am – 12:30pm  Welcome Orientation 3:30pm – 5:00pm	24 7 Seconds to Impress 10:00am – 12:30pm  Optimizing LinkedIn 10:00am – 12:00pm  Impact Day featuring Dawson & Dawson 12:30pm - 4:45pm
27 Holiday - WHW Closed	28 Welcome Orientation 9:30am – 11:00am  Success Strategies WK 4 10:00am – 12:00pm	29 Mastering the Interview WK 4 10:00am – 12:30pm	30 Welcome Orientation 3:30pm – 5:00pm  Resume Development 5:30pm – 8:00pm	31 WHW Closed For Staff Event

### WHW

2803 McGaw Avenue, Irvine, CA 92614

949.631.2333 | www.WHW.org | Monday – Friday 9:00 am to 5:00 pm

**Please call us for questions on how to sign up for our workshops!**