

There is no cost to attend workshops although registration is required to attend all. Space is limited, so please log into your My WorkSource page to reserve your seat today. All LABS are OPEN, NO sign up needed **No hay costo para asistir a los talleres. Registracion es requerida para poder atender a todos los talleres. El espacio es limitado, por favor metase asu cuenta de Mi WorkSource para reservar su asiento ahora. **

<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>
31 Resume Lab 8:15-10:00	1 New Year's Day Office Closed	2 Resume Lab 8:15-10:00 National Career Readiness Certificate 12:30-4:30 <i>Please bring photo I.D. to your NCRC session</i>	3 Choices Part I 9:00-11:00 Resumes: Marketing Yourself in the 21st Century 9:00-12:00	4 WorkSource Orientation 1:00-2:00
7 Resume Lab 8:15-10:00 Job Speak: Meet Michael Meduri from Shangri La 8:15-9:45 Professional Networking 2:00-4:00	8 WorkSource Orientation 9:00-10:00 Successful State Applications 2:30-4:30 Job Corp Orientation 3:00-4:30	9 Resume Lab 8:15-10:00 Successful Workplace Fundamentals 2:00-4:00 Español National Career Readiness Certificate 8:30-12:30 <i>Favor de traer su identificación a su sesión de NCRC</i>	10 Mastering the Art of Interviewing 9:00-12:00	11 WorkSource Orientation 1:00-2:00
14 Resume Lab 8:15-10:00 Job Speak: Practice and Prepare for Interviews 8:15-9:45	15 WorkSource Orientation 9:00-10:00 Job Corp Orientation 3:00-4:30	16 Resume Lab 8:15-10:00 National Career Readiness Certificate 8:30-12:30 <i>Please bring photo I.D. to your NCRC session</i>	17 <i>One on one meetings not available until 10:00am</i> Resumes: Marketing Yourself in the 21st Century 1:00-4:00	18 Professional Networking 9:00-11:00 WorkSource Orientation 1:00-2:00
21 Martin Luther King Jr. Day Office Closed	22 Successful State Applications 8:30-10:30 WorkSource Orientation 9:00-10:00 Job Corp Orientation 3:00-4:30	23 Resume Lab 8:15-10:00	24 Choices Part II 9:00-11:00 Mastering the Art of Interviewing 1:00-4:00 Computacion Basica 2:00-4:00	25 WorkSource Orientation 1:00-2:00 Successful Workplace Fundamentals 2:00-4:00
28 Resume Lab 8:15-10:00 Job Speak: LinkedIn: How to Build a Strong Profile 8:15-9:45 Learn Computer Basics 2:00-4:00	29 WorkSource Orientation 9:00-10:00 Job Corp Orientation 3:00-4:30	30 Resume Lab 8:15-10:00	31	Please arrive on time for your scheduled workshop. If you arrive 10 minutes late you will be asked to reschedule & attend at a later date

Workshop Descriptions

WorkSource Orientation: An Informative Session about the Resources and Opportunities available at WorkSource Oregon

Professional Networking: Learn to make new connections using face to face and online opportunities

Mastering the Art of Interviewing: Learn to present yourself professionally in an interview and practice answering questions

Successful State Applications : Tips on how to create materials for State applications which will resonate with Hiring Managers

Choices: Discover new insights about yourself and your life both personally and professionally. Be Empowered!

Learn Computer Basics: Learn to use a computer for job search and applying for jobs

Computación Básica (Esp): Aprender a usar el teclado y el ratón para navegar la computadora

Résumés: Marketing Yourself in the 21st Century : How to target and format your resume to show you are the best candidate. Learn to use Resume Hero to create and manage your resume

Successful Workplace Fundamentals: Learn to succeed in any workplace with the skills that employers desire most

Job Speak: Open discussion on job related topics, job search practice and peer support

Resume Lab: Build your resume, WorkSource staff will be available to answer questions as you go!

National Career Readiness Certificate: Prove to employers that you have the skills to succeed. Assess your skills in Applied Math, Graphic Literacy, and Workplace Documents and earn a nationally recognized certificate

ALSO AVAILABLE: Ask about ResCare Academy, Train Oregon, Re-Thinking Your Job Search and Roadmaps to Success

To Register for a Workshop

- 1) Complete the Welcome process in person at your local WorkSource
- 2) Log in to your account at imatchskills.com
- 3) Click on the "My WorkSource" link
- 4) Click on the "Workshops" button
- 5) Click the calendar or list button
- 6) Follow the instructions to choose your workshop

Workshops are available in Spanish upon request. If interested, please contact your nearest WorkSource center for more details. Los talleres están disponibles en español a su solicitud. Si está interesado, por favor póngase en contacto con su centro de WorkSource más cercana para obtener más detalles.

Willamette Workforce Partnership/ResCare/WorkSource Oregon is an equal opportunity program/employer. Language assistance is available to individuals with limited English proficiency free of cost. Auxiliary aids or services are available upon request to individuals with disabilities. Oregon Relay 1-800-735-2900.

Willamette Workforce Partnership/ResCare/WorkSource Oregon es un programa/empleador que respeta la igualdad de oportunidades. Hay asistencia de idiomas para personas con conocimiento limitado del inglés sin costo y servicios auxiliares disponibles a pedido para discapacidades. Oregon Relay 1-800-735-2900