



# Corvallis Workshop Schedule

Address: 545 SW 2nd St, Corvallis, OR 97333

To sign up for classes in iMatchSkills, Just click  or call Melodi at 541-758-2762

February 2018						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6 Worksource Orientation 1:30pm – 2:30pm	7	8 New to Computers 1:30pm – 2:30pm	9	10
11	12	13 Creating a Resume 9:00am – 11:00am	14 Skills for Job Success 1:30pm – 2:30pm	15	16	17
18	19 Office Closed for Presidents' Day	20 NCRC Testing 1:30pm – 4:30pm	21	22 Interview Skills 1:30pm – 2:30pm	23	24
25	26	27 Social Media Job Searching 1:30pm – 2:30pm	28			

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# NorthWest Oregon WorkSource Center workshops At No Cost!

***\*\*Kindly contact 541-265-8891 Ext 339 to sign up for workshops not listed on the calendar\*\****

**WorkSource Orientation:** The WorkSource Orientation will provide you with information about the Workforce Innovation and Opportunity Act and the services available at the WorkSource Center and through community resources and partners. You will also learn about the programs, educational opportunities, tools and resources available to help you in your job search. The workshop is required if you are interested in the Workforce Innovation and Opportunity Act Program (WIOA) or need more information about the center.

**New To Computers:** This is an introductory workshop to computers. Come learn the very basics to computers including hardware, software, and internet use for job search.

**Cover Letters:** Learn WHY its important to add a cover letter, when to do so and what to include. Writing a cover letter can be a daunting task, let us help you create a fantastic supplement to your resume!

**Interview Skills/MOCK Interview:** Employment experts teach you how to sell yourself and overcome fear in interviewing. Learn the steps to preparing for an interview and knowing how to answer common and challenging interview questions. This workshop also emphasizes the importance of making a good first impression and the use of body language. Feel free to sign up for a Mock interview with a consultant. (Mock Interviews available upon request.)

**Creating a Resume:** Resume Pro for individuals who need support in further developing the format of their resume using the wide variety of resume templates provided in the **Resume Hero program**. Opportunity to work directly on the computers on your resume with a facilitator present to answer questions and provide assistance.

**Skills for Job SUCCESS:** Simulation-based soft skills program to measure, develop and document the soft skills required for work readiness and workplace effectiveness for a wide range of jobs.

**Social Media Job Searching:** Learning about the crucial role that social media can play in your job search and how it can increase your chances of finding your next job.

**NCRC Testing:** The National Career Readiness Certificate (NCRC) is a nationally recognized certification that will help you gain a competitive edge and stand out from other candidates by demonstrating the skills employers need.

**Rescare Academy:** Self-paced training platform that offers individuals more than 4,000 free courses, which can be used for GED preparation and credential-earned training in more than 100 industries.

**Fresh Start:** An opportunity for individuals with felony convictions to have a fresh start in connecting with jobs, programs and resource agencies.