


# February 2010

Hours: M-F, 8:00 am-5:00 pm



Seminars at The Workforce Network  
 2510 Oakmont Way, Eugene, OR 97401  
 (541) 686-7601 (*Seminars are free of charge*)  
[www.theworkforcenetwork.org](http://www.theworkforcenetwork.org)

Monday	Tuesday	Wednesday	Thursday	Friday
<b>1</b> <b>Disability Navigator</b> <b>Career and Resource Mapping</b> 1:00 pm – 4:00 pm, Siuslaw Room	<b>2</b> <b>Job Corps Orientation</b> 2:00 pm, McKenzie Room  <b>Vocational Rehabilitation Intro.</b> 3:00 pm - 4:00 pm, Siuslaw Room	<b>3</b>	<b>4</b> <b>Job Search Strategies</b> 9:00 am - 11:00 am, Siuslaw Room	<b>5</b> <b>Vocational Rehabilitation Intro.</b> 9:00 am - 10:30 am, Siuslaw Room
<b>8</b> <b>Job Finder's Club</b> (OED Claimants only) Networking and Job Search Tactics 9:00 -11:00 am, McKenzie Room	<b>9</b> <b>Job Corps Orientation</b> 2:00 pm, McKenzie Room  <b>Vocational Rehabilitation Intro.</b> 3:00 pm - 4:00 pm, Siuslaw Room	<b>10</b>	<b>11</b> <b>Resume &amp; Application</b> 9:00 am – 11:00 am, Siuslaw Room	<b>12</b> <b>Vocational Rehabilitation Intro.</b> 9:00 am - 10:00 am, Siuslaw Room
<b>15</b>	<b>16</b> <b>Job Corps Orientation</b> 2:00 pm, McKenzie Room  <b>Vocational Rehabilitation Intro.</b> 3:00 pm - 4:00 pm, Siuslaw Room	<b>17</b>	<b>18</b> <b>Interviewing Part 1</b> 9:00 am – 11:00 am, Siuslaw Room	<b>19</b> <b>Vocational Rehabilitation Intro.</b> 9:00 am - 10:00 am, Siuslaw Room
<b>22</b> <b>Job Finder's Club</b> (OED Claimants only) Networking and Job Search Tactics 9:00 -11:00 am, McKenzie Room  <b>Networking Strategies</b> 1:00 pm-3:00pm, Siuslaw <i>*Pre-registration required call 682-7200 or go to Skill Enhancement Area</i>	<b>23</b> <b>Job Corps Orientation</b> 2:00 pm, McKenzie Room  <b>Vocational Rehabilitation Intro.</b> 3:00 pm - 4:00 pm, Siuslaw Room	<b>24</b> <b>Resume Workshop</b> 3:00 pm-6:00 pm, Training Room <i>*Pre-registration required call 682-7200 or go to Skill Enhancement Area</i>	<b>25</b> <b>Interviewing Part II</b> 9:00 am – 11:00 am, Siuslaw Room	<b>26</b> <b>Vocational Rehabilitation Intro.</b> 9:00 am - 10:00 am, Siuslaw Room
<i>(March 1, 2010... calendar forthcoming)</i>				A partner of 



The **Workforce Network** is now offering (free of charge) Seminars at The Workforce Network site at 2510 Oakmont Way

**Disability Navigator Career and Resource Mapping**—Do you have a disability that's a barrier to employment?

Career and Resource Mapping will: Identify Career Goals, Identify Needs (How barriers are addressed). Provide the information that make a resource plan relevant and a multi-partnered employment plan a success. Space is limited to 14 attendees please call (541) 686-7503 to pre-register.

**Experience Works**- Senior Community Service Employment Program (SCSEP) can help you sharpen your skills, obtain training, and find a job, if you are 55-Plus and meet income guide lines; SCSEP is the first step back into the job market. Please call Elizabeth Richwall at 687-7302 for an appointment.

**Introduction to Vocational Rehabilitation**—An introductory seminar to Vocational Rehabilitation Services. OVRs assists Oregonians with disabilities to achieve and maintain employment and independence. Find out about job search assistance, program services, and retraining information.

**Job Search Strategies**—Is an overview of everything you need to know about job search from identifying your skills to retaining employment. Other topics discussed include: developing a strategy to identify and contact employers, goal setting, time management and organization, informational interviewing and portfolio development. Learn to effectively market yourself using a job application.

**Resume and Application Seminar**—Learn what employers look for in a resume or application. Select an appropriate resume style and build a resume that best expresses your skills and work history. You won't want to apply for a job until you attend this seminar!

**Interviewing Seminar**—This seminar is a must for all job seekers! Gain confidence in all kinds of interviews. Learn strategies for answering common and tough questions in a successful way. Includes information on research, preparation, and follow-up.

**Career & Training Exploration**—If you are considering training as an option, this class will help you create a plan to attain your career goals. In this workshop, you will learn how to develop a career plan, which includes identifying the financial resources that will support your success.

**Job Corps Orientation**—Are you between the ages of 16 and 24? Do you want free trade skill training? Are you interested in free room and board? If so, attend a Job Corps Orientation to learn more. Find out how you can change the course of your future.

**Basic Computer Skills for the Workplace**—Classes include instruction and practice in basic computer operations including computer terminology, work processing, creating and using a spreadsheet, electronic communications, and internet use. **Microsoft WORD & Writing Skills for the Workplace**—Intermediate computer skills and formatting in WORD; Writing skills focusing on grammar review and composition for business writing. **Microsoft EXCEL & Math Skills for the Workplace**—Math skills focusing on basic operations, charts, functions, and statistics using EXCEL. **Reading, Writing, & Math Skills in the Workplace / GED Preparation**—Employability skills testing in Reading, Math, & Writing. Information on LCC workplace courses including Writing & Math. *To Schedule contact The Workforce Network Skills Center 349-4134*

**\*Resume Workshop (Pre-registration Required)**—A detailed workshop that teaches how to design your resume into your most powerful marketing tool. You will learn how to package your skills and experiences according to the needs of employers. Includes one-on-one resume review with instructor.

**To sign up call, 682-7200, or go to the Skill Enhancement Area.** Brought to you by Goodwill Industries.

**\*Networking: The Hidden Job Market (Pre-registration Required)**— Learn the most effective networking and job search strategies to access job openings not advertised—“the hidden job market.” We will discuss how to market your skills to get around normal hiring processes that will impress employers and lead you to an interview.

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