

# JULY 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>Job Search Strategies</b> 9:00 am - 11:00 am, Siuslaw Room <b>Career Exploration</b> 10:00 am - 11:30 am, Willamette Room <b>Job Corps Prep Class</b> 3:30 pm, McKenzie Room (note: <u>no drop-ins</u> . Job Corps Orientation required first)	<b>2</b> <b>Vocational Rehabilitation Intro.</b> 9:00 am - 10:00 am, Siuslaw Room
<b>5</b> <b>Office Closed Independence Day Observed</b>	<b>6</b> <b>WIA Scholarship Workshop</b> 10:00 am – 11:30 am, Willamette Room <b>Job Corps Orientation</b> 2:00 pm, Willamette Room <b>Vocational Rehabilitation Intro.</b> 3:00 pm - 4:00 pm, Siuslaw Room	<b>7</b> <b>Road Map to Your Financial Future</b> 9:00 am–10:30 am, Willamette Room	<b>8</b> <b>Resume &amp; Application</b> 9:00 am – 11:00 am, Siuslaw Room <b>How to Apply: Financial Aid &amp; Scholarships*</b> 10:00 am – 11:30 am, meet in SEA <i>*Pre-registration required, see below</i>	<b>9</b> <b>Vocational Rehabilitation Intro.</b> 9:00 am - 10:00 am, Siuslaw Room
<b>12</b> <b>Disability Navigator Career and Resource Mapping</b> 1:00 pm – 4:00 pm, Siuslaw Room	<b>13</b> <b>WIA Scholarship Application</b> 10:00 am – 11:30 am, Willamette Room <b>Job Corps Orientation</b> 2:00 pm, McKenzie Room <b>Vocational Rehabilitation Intro.</b> 3:00 pm - 4:00 pm, Siuslaw Room	<b>14</b> <b>Road Map to Your Financial Future</b> 9:00 am–10:30 am, McKenzie Room <b>Resume Workshop***</b> 3:00 pm-5:30 pm, Training Room <i>*Pre-registration required, see below</i>	<b>15</b> <b>Interviewing Part 1</b> 9:00 am– 11:00 am, Siuslaw Room <b>Career Exploration</b> 10:00 am - 11:30 am, Willamette Room <b>Job Corps Prep Class</b> 3:30 pm, McKenzie Room (note: <u>no drop-ins</u> . Job Corps Orientation required first)	<b>16</b> <b>Vocational Rehabilitation Intro.</b> 9:00 am - 10:00 am, Siuslaw Room
<b>19</b> Job Finder's Club (OED Claimants only) 9:00 -11:00 am, Siuslaw Room <b>Networking: The Hidden Job Market*,**</b> 1:00-3:00pm, Siuslaw Room <i>*Pre-registration required, see below</i>	<b>20</b> <b>WIA Scholarship Application</b> 10:00 am – 11:30 am, Willamette Room <b>Job Corps Orientation</b> 2:00 pm, McKenzie Room <b>Vocational Rehabilitation Intro.</b> 3:00 pm - 4:00 pm, Siuslaw Room	<b>21</b> <b>Road Map to Your Financial Future</b> 9:00 am–10:30 am, Willamette Room	<b>22</b> <b>Interviewing Part II</b> 9:00 am – 11:00 am, Siuslaw Room <b>How to Apply: Financial Aid &amp; Scholarships*</b> 10:00 am – 11:30 am, meet in SEA <i>*Pre-registration required, see below</i>	<b>23</b> <b>Vocational Rehabilitation Intro.</b> 9:00 am - 10:00 am, Siuslaw Room
<b>26</b> <b>Job Finder's Club (OED Claimants only)</b> 9:00 -11:00 am, Siuslaw Room	<b>27</b> <b>WIA Scholarship Application</b> 10:00 am – 11:30 am, Willamette Room <b>Job Corps Orientation</b> 2:00 pm, Willamette Room <b>Vocational Rehabilitation Intro.</b> 3:00 pm - 4:00 pm, Siuslaw Room	<b>28</b> Road Map to Your Financial Future 9:00 am–10:30 am, Willamette Room <b>Polished First Impressions*</b> 3:00 p.m., McKenzie Room <i>*Pre-registration required, see below</i> <b>Resume Workshop***</b> 3:00 pm-5:30 pm, Siuslaw Room <i>*Pre-registration required, see below</i>	<b>29</b> <b>Career Exploration</b> 10:00 am - 11:30 am, Willamette Room <b>Job Corps Prep Class</b> 3:30 pm, Willamette Room (note: <u>no drop-ins</u> . Job Corps Orientation required first)	<b>30</b> <b>Vocational Rehabilitation Intro.</b> 9:00 am - 10:00 am, Siuslaw Room

*\*Pre-registration required, call 541-682-7200 or visit the Skill Enhancement Area; \*\*presented by Goodwill*



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

**\*Basic Computer Skills for the Workplace (\*Pre-registration required):** Classes include instruction and practice in basic computer operations including computer terminology, work processing, creating and using a spreadsheet, electronic communications, and internet use (wait list sign-up 541-682-7200).

**Career 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.

**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.**

**\*How to Apply for Financial Aid & Scholarships (\*Pre-registration required):** Explore funding resources and grant web sites while learning how to become an organized and successful scholarship candidate.

**Interviewing Seminars I & II:** 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, which includes information on research, preparation, and follow-up.

**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 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. This is a prerequisite to the Job Corps Prep class.

**Job Finder's Club (for OED Claimants only):** Networking and Job Search Tactics. An overview of everything you need to know about job search from identifying your skills and networking to retaining employment. Learn to effectively market yourself using a job application.

**\*Math Skills for the Workplace (\*Pre-registration required):** Math skills focusing on basic operations, charts, functions (waiting list sign-up 541-682-7200).

**\*\*\*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.

**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!

**Roadmap to Financial Future:** Have you had a change in your personal finances recently? This course will help you with money management, create a budget, help you understand the impact of important financial decisions in this time of your life. The course will allow you to take charge of your personal finances, give you an understanding of debt, credit, and banking.

**\*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. **\*\*Presented by Goodwill Industries.**

**WIA Scholarship Application:** If you are considering training as an option to a new or enhanced career, you may be eligible for a grant through the Workforce Investment Act (WIA). This class will help you navigate the steps necessary to successful application for the WIA scholarship.

**\*Polished First Impressions (\*Pre-registration required):** Do you have what it takes to make a great first impression? Learn what local employers want in the areas of: Oral Presentation (interviewing and networking), Written Presentation (resume and cover letter), and Visual Presentation (job seeking attire). Attendees will be eligible to attend WorkNet, a monthly invitation-only Employer/ Job Seeker networking event. Bring a Resume.

**\*Pre-registration required: call 541-682-7200 or a Career Advisor in the Skill Enhancement Area. \*\*Presented by Goodwill Industries**