




# IN- PERSON WORKSHOPS

1430 Dekalb St.  
Norristown, PA 19401  
610-270-3429  
Fax 610-270-3428  
Hours: 8:30 -4:30 M- T, Th- F; W- 10:30-4:30  
[www.pacareerlink.pa.gov](http://www.pacareerlink.pa.gov)



## NOVEMBER 2021

Monday	Tuesday	Wednesday	Thursday	Friday
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
	<i>Election Day</i>  <i>Office closed</i>	<b>How to Jump Over the Age Barrier</b> 10 – 11:30 AM <b>Management Level Interviewing Tips</b> 12:30 – 2 PM <b>Interviewing Strategies</b> 3 – 4 PM	<b>WELCOME ABOARD</b> 9 – 10:30 AM	
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
	<b>WELCOME ABOARD</b> 9 – 10:30 AM <b>Accomplishment Stories</b> 10:30 – 11:30 AM <b>Cover Letters &amp; Correspondence</b> 12 – 1 PM <b>RESUME Writing Advanced</b> 2 – 3:30 PM		 <b>Veterans Day</b>  <i>Office closed</i>	
<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
<b>LinkedIn- BASICS</b> 10 – 11:30 AM <b>Interviewing Strategies</b> 12:30 – 1:30 PM <b>Job Search Engines &amp; Applications ,Keyword Tips</b> 2:30 – 3:30 PM	<b>WELCOME ABOARD</b> 9 – 10:30 AM	<b>RESUME Writing Advanced</b> 9:30 – 11 AM <b>Interviewing Strategies</b> 12– 1 PM <b>Accomplishment Stories</b> 2 – 3 PM	<b>WELCOME ABOARD</b> 9 – 10:30 AM <b>LEGAL AID</b> 12:30 – 1:30 PM	
<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>
	<b>WELCOME ABOARD</b> 9 – 10:30 AM		Office Closed   <i>Happy Thanksgiving</i>	Office Closed  
<b>29</b>	<b>30</b>			
<b>Branding/Changing Careers/ Transferable Skills</b> 9:30 – 11 AM <b>RESUME Writing Advanced</b> 12 – 1:30 PM <b>Stress &amp; Anxiety Management Tools</b> 2:30 – 3:30 PM	<b>WELCOME ABOARD</b> 9 – 10:30 AM		<b>More Workshops!!</b> <b>Check out our ONLINE calendar!</b> Directions to register on reverse side	<b>Computer Classes</b> <b>Cost-free instruction in Word &amp; Excel available.</b> <b>Call the center to register</b>

\* Workshops begin promptly

**New Location:** PA CareerLink, 1430 DeKalb St, Norristown

**Garage Parking, 3<sup>rd</sup> floor –voucher available**

10.29.21