


IN- PERSON WORKSHOPS

FEBRUARY 2023



Monday	Tuesday	Wednesday	Thursday	Friday
		1	2	3
Computer Classes Cost-free instruction in Word & Excel available. Call the center & ask 4 Jamie	WELCOME ABOARD 9 – 10:30 AM	On-line Workshops	WELCOME ABOARD 9 – 10:30 AM Job Search Strategies 9:30 – 11 AM Job Search Applications, Keyword Tips 12 – 1 PM RESUME WRITING – Basics 2 – 3:30 PM	On-line Workshops
6	7	8	9	10
On-line Workshops	WELCOME ABOARD 9 – 10:30 AM	On-line Workshops	WELCOME ABOARD 9 – 10:30 AM LinkedIn- Basics 9:30 – 11 AM Job Search Applications, Keyword Tips 12 – 1 PM RESUME WRITING – Basics 2 – 3:30 PM	On-line Workshops
13	14	15	16	17
On-line Workshops	WELCOME ABOARD 9 – 10:30 AM Branding/Changing Careers Transferrable Skills 9:30 – 11 AM Accomplishment Stories 12 – 1 PM RESUME WRITING – Basics 2 – 3:30 PM	On-line Workshops	WELCOME ABOARD 9 – 10:30 AM LEGAL AID- misdemeanors 12:30 – 1:30 PM	On-line Workshops
20 CENTER CLOSED	21	22	23	24
	WELCOME ABOARD 9 – 10:30 AM	Branding/Changing Careers Transferrable Skills 9:30 – 11 AM Job Search Applications, Keyword Tips 12 – 1 PM RESUME WRITING – Basics 2 – 3:30 PM	WELCOME ABOARD 9 – 10:30 AM Navigating PA CareerLink System 2 – 3:30 PM	On-line Workshops
27	28			
On-line Workshops	WELCOME ABOARD 9 – 10:30 AM		Lots More Workshops!! Check out our ONLINE calendar! Registration directions on reverse side	