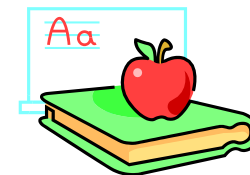


Duluth WorkForce Center Creative Job Search (CJS) Workshops September 2010



08/24/10

Monday	Tuesday	Wednesday	Thursday	Friday
<p>Recommended CJS Workshop Sequence 1—Transition / Job Search Preparation/Skills Identification 2—Skills & Interest Testing / Career Exploration 3—Internet Job Search Techniques / Minnesota Works 4—Networking & Hidden Job Market 5—Beginning Resume & Interview Workshop 6—Resume Critique / Mock Interviews / Finishing Touches</p>		<p>1 10:30-11:30 UI Orientation (208) 1:30-2:30 UI Orientation (208)</p>	<p>2 ****CJS Starts Here**** 10:00-12:30 Transition/ Job Search Preparation/Skills Identification (208) 1:30 VRS Orientation 2:30-4:00 Skills & Interest Testing /</p>	<p>3 8:30-9:30 Nutrition, Food, & Fun (207) 10:00-11:30 Beginning computer skills 12:00-1:30 Internet Job Search Techniques (lab) 1:30-3:30 Open Computer (lab)</p>
<p>6 LABOR DAY WORKFORCE CENTER CLOSED</p>	<p>7 8:30 VRS Orientation 10:00-12:00 Beginning Resume & Interview Workshop (208) 1:00-3:00 Resume Writing (lab)</p>	<p>8 10:30-11:30 UI Orientation (208) 1:30-2:30 UI Orientation (208)</p>	<p>9 8:30 Resume Critique / Mock Interviews / Finishing Touches (208) 8:30-9:30 Community Action Duluth (207) 1:30 VRS Orientation</p>	<p>10 10:00-12:00 On-line Application & Resume Posting - Minnesota Power (lab)</p> 
<p>13 10-11:30 Job Club (208) 2:00-3:30 Veterans Job Club (207)</p>	<p>14 8:30 VRS Orientation</p> 	<p>15 8:30-10:00 Budget Basics-Spending Smarter by U of M Extension (208) 10:30-11:30 UI Orientation (208) 1:30-2:30 UI Orientation (208)</p>	<p>16 ****CJS Starts Here**** 10:00-12:30 Transition/ Job Search Preparation/Skills Identification (208) 1:30 VRS Orientation 2:30-4:00 Skills & Interest Testing / Career Exploration (lab)</p>	<p>17 10:00-11:30 Beginning computer skills (lab) 12:00-1:30 Internet Job Search Techniques (lab) 1:30-3:30 Open Computer (lab)</p>
<p>20 10-11:30 Job Club (208) 12:00-1:30 Networking & Hidden Job Market (208) 2:00-3:30 Veterans Job Club (207) 2:00-4:00 Project Gate II</p>	<p>21 8:30 VRS Orientation 8:30-9:30 Nutrition, Food, & Fun (208) 10:00-12:00 Beginning Resume & Interview Workshop (208) 1:00-3:00 Resume Writing (lab)</p>	<p>22 10:30-11:30 UI Orientation (208) 1:30-2:30 UI Orientation (208)</p>	<p>23 8:30 Resume Critique / Mock Interviews / Finishing Touches (208) 8:30-9:30 Community Action Duluth (207)</p>	<p>24 10:00-12:00 On-line Application & Resume Posting - SMDC (lab)</p> 
<p>27 10-11:30 Job Club (208) 2:00-3:30 Veterans Job Club (207)</p>	<p>28 8:30 VRS Orientation</p> 	<p>29 10:30-11:30 UI Orientation (208) 1:30-2:30 UI Orientation (208)</p>	<p>30 1:30 VRS Orientation</p>	<p>ALL WORKSHOPS ARE FREE CHECK TO SEE IF SIGN UP IS REQUIRED—CHECK AT WORKFORCE CENTER FRONT DESK OR CALL 218-723-4730</p> 