



NOVEMBER 2017 Workshops & Event Calendar

		1 Wednesday		2 Thursday		3 Friday				
		9:30 CCS 11:00 Welcome Session 1:00 DROP-IN Ask the Career Coach 1:00 Retail & Food Service Job Fair (NEWTON) 4:00 Workshop 2: Self-Assessment 5:00 Welcome Session *5:30 Personal Branding 3.0 *\$	10:30 Interview 1.0 10:30 Opportunities in Health Care 1.0 11:00 Welcome Session 1:00 DROP-IN Ask the Career Coach 1:00 Online Applications Explained 1.0 2:00 CCS	10:00 21st Century Job Search 2.0 11:00 Welcome Session 1:00 LinkedIn 1.0 1:00 Financial 1.0: Saving for Retirement 1:00 DROP-IN CORI 1:00 DROP-IN Ask the Career Coach						
6 Monday		7 Tuesday		8 Wednesday		9 Thursday		10 Friday		
9:30 Citizens Bank Information Session 9:30 LinkedIn 2.0: Creating a Targeted Profile 11:00 Welcome Session 11:30 Cover Letter & Communication 1.0 1:00 DROP-IN Ask the Career Coach 1:00 Financial 1.0: Your Credit Report can Impact your Job Search 2:00 CCS	9:00 Job Seekers Networking Group 10:00 DROP-IN Ask the Health Care Coach 10:00 Get Your Resume Into Human Hands 2.0 11:00 Welcome Session *1:00 SkillScan Part 1 3.0*\$ 1:00 DROP-IN Ask the Career Coach 2:00 Training and Re-employment Opportunities	9:30 CCS 11:00 Welcome Session 1:00 DROP-IN Ask the Career Coach 4:00 (NEWTON) Workshop 3: Strengthen Your Resume and LinkedIn Profile 5:00 Dress for Success	10:30 Managing Stress & Negativity in the Job Search 2.0 10:30 Healthcare Networking 2.0 11:00 Welcome Session 1:00 DROP-IN Ask the Career Coach 1:00 Job Search with Boston Business Journal 2.0 1:00 Interview 2.0 2:00 CCS	Veterans Day 						
13 Monday		14 Tuesday		15 Wednesday		16 Thursday		17 Friday		
9:30 Job Fair Prep 1.0 11:00 Welcome Session 1:00 DROP-IN Ask the Career Coach 1:00 Financial 1.0: Understanding Your Taxes *1:00 Resume Writing 3.0 Part 1*\$ 2:00 CCS 3:30 Career Ready 101	9:00 Resume 1.0 10:00 DROP-IN Ask the Health Care Coach 11:00 Welcome Session 1:00 DROP-IN Ask the Career Coach *1:00 LinkedIn 3.0: Advanced Strategies *\$ 1:00 Introduction to Excel 1.0 2:00 Training and Re-employment Opportunities 6:00 (OFFSITE) What's Hot In Tech Panel @Novartis in Cambridge	*9:00 LinkedIn 3.0: Clinic \$* 9:30 CCS 11:00 Welcome Session 1:00 DROP-IN Ask the Career Coach 3:00 Opportunities in Hospitality 1.0 4:00 (NEWTON) Workshop 4: Informational Interviewing and Networking 5:00 AAUW Salary Negotiation	10:30 SkillScan 2.0 10:30 Intro to Word 1.0 11:00 Welcome Session 1:00 DROP-IN Ask the Career Coach *1:00 Managing a Career Transition 3.0 Part 1 *\$ 1:30 Community Health Center Job Fair 2:00 CCS	9:30 Using Age to Your Advantage 2.0 11:00 Welcome Session 1:00 Financial 1.0: How to Grow Your Savings 1:00 LinkedIn 1.0 1:00 DROP-IN CORI 1:00 DROP-IN Ask the Career Coach						
20 Monday		21 Tuesday		22 Wednesday		23 Thursday		24 Friday		
9:30 Online Applications Lab 1.0 11:00 Welcome Session 11:30 LinkedIn 2.0: Creating a Targeted Profile 1:00 DROP-IN Ask the Career Coach 1:00 Financial 1.0: Tailoring a Spending Plan *1:00 Resume Writing 3.0 Part 2*\$ 2:00 CCS 3:30 Career Ready 101	10:00 DROP-IN Ask the Health Care Coach 10:00 Creating a Targeted Resume 2.0 11:00 Welcome Session 1:00 DROP-IN Ask the Career Coach *1:00 SkillScan 3.0 Part 2*\$ 2:00 Training and Re-employment Opportunities 2:00 CCS 3:00 Job Search with Boston Business Journal 2.0	9:30 CCS	Thanksgiving Day 		11:00 Welcome Session 1:00 DROP-IN Ask the Career Coach 1:00 DROP-IN CORI 1:00 Financial 1.0: Money Habits					

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27 Monday	28 Tuesday	29 Wednesday	30 Thursday
9:30 Resume 1.0 9:30 Get Your Resume Into Human Hands 2.0 11:00 Welcome Session *11:30 LinkedIn 3.0: Advanced Strategies *\$ 1:00 DROP-IN Ask the Career Coach 2:00 CCS 3:30 Career Ready 101	10:00 DROP-IN Ask the Health Care Coach 10:00 Crafting Your Elevator Pitch 2.0 11:00 Welcome Session 1:00 DROP-IN Ask the Career Coach 1:00 Managing Stress & Negativity in the Job Search 2.0 2:00 Training and Reemployment Opportunities	9:00 Cover Letter & Communication 1.0 CCS 9:30 Welcome Session 11:00 DROP-IN Ask the Career Coach 5:00 SkillScan 2.0	10:30 Healthcare Networking 2.0 10:30 Is Your Networking Working? 2.0 11:00 Welcome Session 12:30 How to Get a Federal Job 1.0 1:00 DROP-IN Ask the Career Coach *1:00 Managing a Career Transition 3.0 Part 2 \$* 2:00 CCS

JVS CareerSolution Hours of Operation

Monday: 9AM-5PM
 Tuesday: 9AM-5PM
 Wednesday: 9AM-7PM
 Thursday: 10AM-5PM
 Friday: 9AM-5PM

Career Resource Center Hours of Operation

Monday: 9AM-4PM
 Tuesday: 9AM-4PM
 First Wednesday of the month: 9AM-4PM | 5PM-7PM
 Thursday: 10AM-4PM
 Friday: 9AM-4PM

For More Information

For Workshop Descriptions, Visit: <http://bit.ly/CSWorkshopGuide>

For More Information, Visit: www.CareerSolution.org

Guidelines



Please make child care arrangements prior to your visit.



We recommend you arrive for workshops 15 minutes early; no one will be admitted to a workshop 10 minutes after the start time.



If you cannot keep an appointment or attend a scheduled workshop, please call 617-399-3100 in advance to cancel and reschedule.



Please LET US KNOW when you get a job! <http://bit.ly/IGotAJob>
 For your convenience, there is an easy form on our web site careersolution.org.



Most workshops last 1.5 hours; a few are 2 hours long. For the time of a specific workshop, please check: <http://bit.ly/CSWorkshopGuide>



*This Workshop has a fee.

JVS CareerSolution is an EEO Employer. Auxiliary aids or services are available upon request to individuals with disabilities.



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