


Mon	Tue	Wed	Thu	Fri	Sat
3 Creating a Resume – 10:00am Finding Your Job – 11:30 am Ace the Interview – 3:00pm Social Media/Tech Ck – 4:30pm	4 Time Matters – 10:00am Attitude That Works – 11:30 am Comm to Succeed – 3:00pm Wrkplc Expectations – 4:30pm Resource MFG 9:30-3:30 VITA Vol Training 9-5	5 CCG Job Fair 10am-2pm Columbus Ice Rink Career Center will open at 2pm Finding Your Job – 3:00pm Creating a Resume – 4:30pm	6 Wkplc Expectations – 10:00am Comm to Succeed – 11:30 am Attitude That Works – 3:00pm Time Matters – 4:30pm	7 Resource MFG 9:30-2:30	8 More Jobs – look here www.goodwillsr.org/work Apply for GoodwillSR jobs! www.goodwillsr.org/find-a-job
10 Opening Late – 10am Creating a Resume – 3:00pm Finding Your Job – 4:30 pm	11 Finding Your Job – 10:00am Creating a Resume – 11:30am Social Media/Tech Ck – 3:00pm Ace the Interview – 4:30pm Resource MFG 9:30-3:30 VITA Vol Training 9-5	12 State Department of Corrections Hiring Event 9am-1pm Time Matters – 3:00pm Attitude That Works – 4:30 pm	13 Multivendor Job Fair 10am-1pm Comm to Succeed – 3:00pm Wrkplc Expectations – 4:30pm	14 Resource MFG 9:30-2:30	15 Use this link for current job fairs and calendar of events for every location! www.goodwillsr.org/events
17 Closed for the Holiday 	18 Social Media/Tech Ck – 10:00am Ace the Interview – 11:30am Finding Your Job – 3:00pm Creating a Resume – 4:30pm Resource MFG 9:30-3:3	19 Wkplc Expectations – 10:00am Comm to Succeed – 11:30 am Attitude That Works – 3:00pm Time Matters – 4:30pm	20 Aflac Interviews by appointment Creating a Resume – 10:00am Finding Your Job – 11:30 am Ace the Interview – 3:00pm Social Media/Tech Ck – 4:30pm	21 Aflac Interviews by appointment Resource MFG 9:30-2:30	22 Use this link to become a VITA tax volunteer! Or to learn more about scheduling your tax appointment www.goodwillsr.org/vita VITA Vol Training 9-5
24 Wkplc Expectations – 10:00am Comm to Succeed – 11:30 am Attitude That Works – 3:00pm Time Matters – 4:30pm	25 Social Media/Tech Ck – 10:00am Ace the Interview – 11:30am Finding Your Job – 3:00pm Creating a Resume – 4:30pm Resource MFG 9:30-3:30	26 Creating a Resume – 10:00am Finding Your Job – 11:30 am Ace the Interview – 3:00pm Social Media/Tech Ck – 4:30pm	27 Hiring Event – Staffing Connections 9am-1pm Time Matters – 10:00am Attitude That Works – 11:30 am Comm to Succeed – 3:00pm Wrkplc Expectations – 4:30pm	28 Resource MFG 9:30-2:30	29 Job Search Tip Practice your answers to common interview questions
31 Finding Your Job – 3:00pm Creating a Resume – 4:30pm Taxes – By Appointment	Ask a Career Center Specialist about other Goodwill Services that will support your success whether you are interested in GED, ESL, Veteran Services or Goodwill Training Academy				Job Search Tip Write thank-you notes after interviews to all interviewers

General Orientation is required and offered Monday – Thursday at 9:15am & 2:15pm and Friday at 9:15am

Getting the Job Series. These workshops will give you all the information you need to **get the job!**

Creating a Resume: This workshop teaches you how to write a resume and includes computer time with a team member. Please bring work history (Employer name and address, position titles, dates, job descriptions), and a list of everything you enjoy doing (i.e. fishing, drawing, event planning, etc).

Ace the Interview: Learn how to **WIN** at the interview! The interview skills class is designed for everyone preparing for their next interview.

Finding Your Job: Learn about how employers select who to interview and how to fill out application forms.

Social Media & Tech Check: Do you have a professional email address? Are there any pictures or posts on social media you don't want an employer to see? Attend this workshop to get quick help in making sure your social media presence is ready for a good first impression.

Keeping the Job Series. These workshops will make sure you have the skills to **keep the job.**

Time Matters: Learn about time management tips and tricks to use at work and at home.

Attitude That Works: Learn to understand the importance of having the right attitude at work & the impact that it has on your employment.

Communicate to Succeed: Learn how to communicate effectively with employers, co-workers and customers.

Workplace Expectations: Learn what behaviors and work ethics employers expect from their employees.

Goodwill Workshop Series

Let us help you **Get the Job** and **Keep the Job.**

Everyone that completes the **Getting the Job Series:**

- Priority assistance with job searching, job applications, and resume preparation
- Referrals to employers
- Goodwill Gift Card
- Access to Mock Interviews by appointment
- Access to Resume Review
- Access to additional Skills 2 Succeed Workshops

See a Career Center Specialist today to learn more about our Workshops

We also offer:

Career Exploration: This lab and workshop teaches you about you! You will learn about your personality in the workplace and filter through your career interests to gain a better understanding of the best career options for you.

Computer Skills: Different computer skills will be offered throughout the year. Check your center for information on available classes.