




Community Wealth Building Career Station at *Marshall Street* Calendar of Activities

900 East Marshall Street, Suite 160, Richmond, VA 23219

Office: 804 646-6464 Fax: 804 646-5088

NOVEMBER 2018

	Monday	Tuesday	Wednesday	Thursday	Friday
NOVEMBER 2018				<p>1 SNAPET Orientation 9:30 am - 12:30 pm (By Invitation Only)</p> <p>Information Session 1:30 pm – 2:30 pm</p> <p>Resume Clinic 3:00 pm - 4:30 pm</p>	<p>2 SNAPET Customer Service Training (By Invitation Only) 9:00 am - 4:00 pm</p> <p>(Center Closes at 1:00pm)</p>
	<p>5 Healthcare Careers Track w/Teresa Mason- RN, CPhT 9:30 am - 10:30 am</p> <p>TechStar - Computer Basic 101 11:00 am - 12:00 pm (Registration Required)</p> <p>Career Connect Surge Staffing 3:00 pm - 4:30 pm</p>	<p>6 VIEW Orientation - DSS 8:30 am - 11:30 am</p> <p>Integrity Staffing- Amazon Recruitment Event 1:30 pm – 3:00 pm</p> <p>Junior Founders Club 4:30 pm – 6:30 pm</p>	<p>7 Assessment Testing 8:30 am - 1:30 pm- (DIT Lab)</p> <p>WorkNet Solutions Overcoming My Barriers! 10:30 am -11:45 am</p> <p>Interviewing Skill 1:00 pm - 3:00 pm</p>	<p>8 Information Session 10:00 am – 11:00 am</p> <p>Resume Clinic 3:00pm - 4:30pm</p> <p>MYA Youth Council 4:30 pm – 6:30 pm</p>	<p>9 Workplace Excellence Series Topic: Workability 10:30am -11:45am</p> <p>(Center Closes at 1:00pm)</p>

<p>12 Veterans Day (Center Closed)</p> 	<p>13 VIEW Orientation - DSS 8:30 am - 11:30 am</p> <p>Surge Staffing Recruitment Event 1:30 pm – 3:00 pm</p> <p>Junior Founders Club 4:30 pm – 6:30 pm</p>	<p>14 Assessment Testing 8:30 am - 1:30 pm- (DIT Lab)</p> <p>Bridging the Gap Overcoming Barriers 10:30 am -11:45 am</p>	<p>15 SNAPET Orientation 9:30 am - 12:30 pm (By Invitation Only)</p> <p>Information Session 1:30 –pm – 2:30 pm (This is a time Change)</p> <p>Interviewing Skills 3:00 pm - 4:30 pm</p>	<p>16 SNAPET Customer Service Training (By Invitation Only) 9:00 am - 4:00 pm</p> <p>(Center Closes at 1:00pm)</p>
<p>19 SMART GOALS - DREAM & ACHIEVE 9:30 am - 10:30 am</p> <p>TechStar - Computer Basic 101 11:00 am - 12:00 pm (Registration Required)</p> <p>Career Connect Steve and Sons 3:00 pm - 4:30 pm</p>	<p>20 VIEW Orientation - DSS 8:30 am - 11:30 am</p> <p>SMI Hotel Group Recruitment Event 1:30 pm – 3:00 pm</p> <p>Junior Founders Club 4:30 pm – 6:30 pm</p>	<p>21 Career Station Resource Center Activities</p>	<p>22 Thanksgiving Day (Center Closed)</p> 	<p>23 Thanksgiving Holiday (Center Closed)</p> 
<p>26 SMART GOALS - DREAM & ACHIEVE 9:30 am - 10:30 am</p> <p>TechStar - Computer Basic 101 11:00 am - 12:00 pm (Registration Required)</p> <p>Career Connect SMI Hotel Group 3:00 pm - 4:30 pm</p>	<p>27 VIEW Orientation - DSS 8:30 am - 11:30am</p> <p>People Ready Recruitment Event 1:30 pm – 3:00 pm</p> <p>Junior Founders Club 4:30 pm – 6:30 pm</p>	<p>28 Bridging the Gap Overcoming Barriers 10:30 am -11:45 am</p> <p>Steves and Sons Recruitment Event 1:30 pm -3:00 pm</p>	<p>29 Information Session 10:00 am – 11:00 am</p> <p>Resume Clinic 3:00 pm - 4:30 pm</p> <p>MYA Youth Council 4:30 pm – 6:30 pm</p>	<p>30 (Center Closes at 1:00pm)</p>



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Workshop and Activity Descriptions

Assessment Testing: Standardized and timed interest and aptitude assessment for education and career guidance. The comprehensive reports provide career recommendations that align with your interests and aptitudes.

Brigging the Gap: This workshop is designed to help the homeless, ex-felons, veterans and others looking for work or training. Come find out how they can help.

Career Connect: When looking for work, establishing a networking system is very important. Join our staff and others and discover how to professionally present yourself to employers.

Healthcare Careers Track with Teresa Mason- RN, CPhT: Get the full picture about careers in the healthcare field and how you can be successful trainee.

Interviewing Skills: Workshop is designed to help participant prepare for all types of employment interviews.

Recruitment Events: These Business Services events bring employers inside the Career Stations to recruit our participants for current job openings.

Resume Clinic: This clinic provides an introduction to the various types and purposes of resumes, the components of a resume, do's and don'ts of resume composing, while creating a space for editing and updating resumes to assist with job searches.

Smart Goals: Setting goals is easy but achieving them is not always easy. This workshop will guide you in the process of making your goals more attainable. Learn the 5 steps of goal setting, making them **Specific, Measurable, Achievable, Realistic and Time Oriented.**

TechStar: Computer Basic 101 is designed for participants that have limited knowledge of computers

WorkNet Solutions: This workshop is designed to give participant the latest employment skills and tools to enhance your job search.

Workplace Excellence Workshop Series: This series consists of 10 modules designed to help people understand and deliver what employers really want in today's workplace.

Adaptability- Communicationability-Dependability-Presentability-Reasonability-Respectability.-Suitability-Transitionability-Workability-Writeability

Full Description of all 10 workshops available at (<http://workplaceexcellence.net/>)