

MAY 2016

Calendar of Events

All workshops are free and open to the public.

Please sign up in advance.

Space is limited so call to pre-register today!

802-254-4555

The Career Resource Center will be closed on **Monday, May 30th** For Memorial Day



BRATTLEBORO
CAREER
RESOURCE CENTER
232 MAIN STREET
BRATTLEBORO, VT
05301

OFFICE HOURS:
MONDAY-THURSDAY
7:45 TO 4:30
FRIDAY
9:45 TO 4:30

WEEKLY WORKSHOPS

FRIDAYS - RESUME WORKSHOP 2:00-3:00 PM

Learn how to best express your skills in a resume. If you have never written one, or have been writing them for years, all are welcome to attend. The workshop is followed by an opportunity to work together with our staff in the Career Resource Center on your resume.

WEDNESDAYS - JOB READINESS -WEEKLY JOB SEARCH GROUP 9:00-10:00 AM

Participants in this group will learn how to find and use local resources, keep their job search organized, tap into the hidden job market, complete successful job applications, and much more! Each week covers a different topic. Participants are encouraged to attend multiple weeks to enhance their job search.

FRIDAYS - INTERVIEW WORKSHOP 10:00am-11:00am

Learn how to prepare for your next interview and look your best! We will cover everything from answering difficult questions to how to follow up after the interview is done.

FEATURED EVENTS

Wednesdays, May 4th & May 16th

WIOA ORIENTATION 2:00 PM-3:00 PM

Workforce Innovation and Opportunity Act

Interested in VDOL's training program? Looking for opportunities to take classes, earn a certificate or train on the job? Come to the WIOA Program Orientation for more information about options you may qualify for! **Call us at (802) 254-4555 to pre-register.**

Register with us at www.vermontjoblink.com to search for local jobs or create a resume

What does the Career Resource Center Offer?

- ◇ Seven computers, free for anyone to use for employment-related purposes
- ◇ Faxing, copying, printing, and scanning
- ◇ Trained staff to help you with your job search and career choices
- ◇ Assistance with writing resumes and cover letters
- ◇ Hiring events for local employers
- ◇ Information on continuing education

Are you an employer interested in holding a hiring event in our office?

Contact us at 802-254-4555

THIS MONTH'S FEATURE: Jobs For Independence

If you get 3SquaresVT, you may be eligible for JFI - a free job readiness and training pilot program! JFI is a voluntary program where three thousand 3SquaresVT participants will be randomly assigned to either a "control" group or a "treatment" group to receive employment and training services from the Vermont Department of Labor and other area agencies.

We can help you even if you:

- ◆ Don't have stable housing
- ◆ Have a mental health challenge
- ◆ Are struggling with substance abuse or are in recovery
- ◆ Have a criminal record

What help is available?

If you are selected for the program, we could help you:

- ◆ Resolve issues that may be keeping you from work (e.g., criminal record, mental health, substance abuse, or unstable housing)
- ◆ Find a new or better job
- ◆ Gain work skills and knowledge
- ◆ Pay for things you need to work like car repairs and work clothes
- ◆ Earn the Governor's Career Ready Certificate at the Community College of Vermont
- ◆ Achieve industry-recognized certification (e.g., CDL or IT Software)

If you're interested in this exciting program and would like to see if you qualify, please contact **SEVCA**, your local community action agency, at 802-722-4575 or 1-800-464-9951.

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MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2	3	4 Job Readiness 9:00am-10:00am WIOA Orientation 2:00pm-3:00pm	5	6 Interview Skills 10:00-11:00am Resume Workshop 2:00pm-3:00pm
9	10	11 Job Readiness 9:00am-10:00am	12	13 Interview Skills 10:00-11:00am Resume Workshop 2:00pm-3:00pm
16	17	18 Job Readiness 9:00am-10:00am WIOA Orientation 2:00pm-3:00pm	19	20 Interview Skills 10:00-11:00am Resume Workshop 2:00pm-3:00pm
23	24	25 Job Readiness 9:00am-10:00am	26	27 Interview Skills 10:00-11:00am Resume Workshop 2:00pm-3:00pm
30 Office Closed Memorial Day	31			