

Brattleboro & Springfield Career Resource Centers

Resources
&
Events



August 2017

Walk-In Resources

- Equipment and Materials for Your Job Search
 - Computers & High Speed Internet
 - Copy & Fax
 - Paper & Supplies
- Trained Staff to Assist in Your Career Planning
- 100's of Area Job Postings
- Veteran Priority of Service

Change is coming!

The Springfield Career Resource Center has new Phone Numbers!

Effective Monday August 7, 2017 the phone numbers at the **Springfield** Career Resource Center are changing.

		<u>New Number</u>
Front Desk		289-0999
Suzanne Wagner	Regional Manager	289-0996
Ann Szeto	WIOA Adult Program	289-0995
Noreen Lake	WIOA Youth/ABAWD	289-0993
Michelle Demers	JFI Program	289-0989
Megan Kinlock	RESEA Facilitator	289-0992

The fax number will remain the same 885-2728

Our Brattleboro Career Resource Center will be moving!

We are excited to announce that our Brattleboro Career Resource Center is moving to a great new location at the Marlboro College Graduate Center in Brattleboro. The move is scheduled for early September. More information will be available as the move date comes closer.

Our offices will be closed in observation of Bennington Battle day on Wednesday August 16th.

Career Resource Centers

All Services are Free and Open to the Public

Monday – Thursday
7:45am to 4:30pm

Fridays

9:45am to 4:30pm

Closed Daily
12:15 to 1:00pm for lunch

Regional Career Resource Centers

Springfield

56 Main Street, Suite 101, Springfield, VT 05156 (802) 885-2167

Beginning August 7th (802) 289-0999

Brattleboro

232 Main Street, Room 132, Brattleboro, VT 05301 (802) 254-4555

Visit us online

www.vermontjoblink.com

www.labor.vermont.gov

Brattleboro & Springfield

Career Resource Centers Workshops & Events - August 2017

Hiring Events	<ul style="list-style-type: none"> • Opportunities to interview with local businesses and employment agencies in our offices 	<p>Hiring events are scheduled by employers. Contact your local Career Resource Center of visit www.vermontjoblink.com to see the list of upcoming hiring events in Vermont.</p>
Resume & Cover Letter Writing Workshop <i>*Pre-registration required</i>	<ul style="list-style-type: none"> • Learn to write effective resumes and cover letters along with proper use of these documents in your job search 	<p>Brattleboro Fridays: 2:00pm to 3:00pm</p> <p>Springfield Tuesdays: 9:00am to 10:00am</p>
Interviewing Skills Workshops <i>*Pre-registration required</i>	<ul style="list-style-type: none"> • Prepare for your next interview with this in-depth review of the interview process • Practice answering difficult questions and learn how to present yourself in a positive way 	<p>Brattleboro Fridays: 10:00am to 11:00am</p> <p>Springfield Thursdays: 9:00am to 10:00am</p>
Job Readiness Series	<ul style="list-style-type: none"> • Weekly job search group covering a variety of job search related topics • Discuss employment opportunities available in the area 	<p>Brattleboro Wednesdays: 9:00am to 10:00am</p> <p>Springfield Wednesdays: 8:45am to 9:30am</p>
	<p style="text-align: center;">Workplace Success Navigating the Resource Center Effective Job Search Strategy Interest Assessments</p>	<p>August 2nd August 9th August 23rd August 30th</p>
WIOA Adult Training Program Orientation <i>*Pre-registration required</i>	<ul style="list-style-type: none"> • Learn about opportunities to take classes, earn a certificate or train on the job • Have your questions answered about WIOA and enrollment <i>**based on eligibility</i> 	<p>Wednesdays: 2:00 to 3:00pm</p> <p>Brattleboro August 2nd and 16th</p> <p>Springfield August 9th and 23rd</p>
WIOA Youth Training Program Orientation <i>*Orientations by Appointment Only</i>	<ul style="list-style-type: none"> • Learn about the WIOA program for youth and young adults • Explore opportunities for training in the classroom or on the job • Plan your next steps and enrollment <i>**based on eligibility</i> 	<p>Brattleboro: Ed Merrill Cell: (802) 505-5077 Edward.merrill@vermont.gov</p> <p>Springfield: Noreen Lake Cell: (802) 249-1354 Noreen.lake@vermont.gov</p>
Veteran Representative <i>*Pre-registration encouraged</i>	<ul style="list-style-type: none"> • The D.V.O.P. program provides intensive services to meet the employment needs of disabled and other eligible veterans 	<p>Contact our Career Resource Centers to schedule an appointment</p> <p>Brattleboro: (802) 254-4555 Springfield: (802) 885-2167 After Aug 7th, 289-0999</p>

All Services are available as walk-in unless otherwise noted