

October



2018



 (Rev 1)

Monday	Tuesday	Wednesday	Thursday	Friday
1 CCS 1:00pm	2 CCS 9:00am Shriver Job Corp 1:00pm	3 CCS 9:00am	4 MA Rehabilitation Overview 10:00am	5
8 Closed	9 CCS 1:00pm	10 CCS 9:00am Interviewing with Confidence 1:00pm	11 Resume Basics 10:00am	12
15 CCS 1:00pm	16 CCS 9:00am Shriver Job Corp 1:00pm	17 CCS 9:00am	18 Building Computer Confidence 1:00pm	19 Consumer Credit Counseling 10:30am
22 CCS 1:00pm	23 CCS 9:00am	24 CCS 9:00am Using Age to Your Advantage 1:00pm	25 Intro to LinkedIn 1:30pm	26
29 CCS 1:00pm	30 CCS 9:00am	31 CCS 9:00am Resume Basics 1:00 pm	1	2

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<p>October Fact</p> <p>October 1, 1908 - <u>Henry Ford</u>'s Model T, a "universal car" designed for the masses, went on sale for the first time.</p>	<p>Coming Up Next Month!</p> <p>Nashoba Job Fair</p> <p>November 13, 2018</p> <p>From 9:30AM – 12:30</p> <p>In Devens, MA</p>
<p>Career Center Registration Process</p> <ul style="list-style-type: none"> • Register on JobQuest https://jobquest.detma.org/jobquest/ • Attend a Career Center Seminar. • For additional workshops register with a Career Center Staff Member. 	<p>Workshop Policies</p> <ul style="list-style-type: none"> • Workshops are closed 10 minutes after the scheduled start – latecomers will not be allowed to enter workshop after 10 minutes. • Please notify us at least 24 hours prior to start of workshop if you cannot attend.
 <p>MRC MA Rehabilitation Commission Overview Session</p> <p>Information about a Vocational Rehabilitation Program to assist individuals with disabilities to obtain and maintain employment. Please call and register for Info Session or call</p>	<p>Shriver Job Corp </p> <p>Vocational training in today's top career fields for eligible youth ages 16-24.</p> <p>Tuesdays 10/2 and 10/16 1:00pm to 3:00pm. To Schedule please call</p> <p>(978) 534-1481 ext 267.</p>

<h2 style="text-align: center;">Workshops this Month</h2>
<p style="text-align: center;"><u>Career Center Seminar (CCS)</u></p> <p>Overview of Career Center services is the first step for all new members. LEOMINSTER's October Seminars:</p> <ul style="list-style-type: none"> ➤ Mondays 1,15,22,29 1:00pm – 3:00pm ➤ Tuesdays 2,16,23,30 9:00am – 11:00am ➤ Tuesday 9 1:00pm – 3:00pm ➤ Wednesdays 3,10,17,24,31 9:00am – 11:00am
<p style="text-align: center;"><u>Building Computer Confidence</u></p> <p>Introduction to computers, for those with little or no experience. This workshop provides information on basic computer terms as well as how to save a word document.</p> <p style="text-align: center;">10/18 1:00pm</p>
<p style="text-align: center;"><u>Introduction to LinkedIn</u></p> <p>Using LinkedIn as a networking tool. 70% of people were hired at a company where they had a connection. This workshop is designed for beginning users</p> <p style="text-align: center;">10/25 1:30</p>
<p style="text-align: center;"><u>Using Age to Your Advantage</u></p> <p>Mature job seekers stereotypes. This workshop discusses stereotypes, offers advice for overcoming barriers and how to modify your job search, turning your "experience" into an advantage.</p> <p style="text-align: center;">10/24 at 1:00</p>
<p style="text-align: center;"><u>Resume and Cover Letter Basics</u></p> <p>Learn what the basic components of a resume and cover letter are, and gain an understanding of the formatting for the resume and cover letter.</p> <p style="text-align: center;">10/11 at 10am and 10/31 at 1:00pm</p>
<p style="text-align: center;"><u>Interviewing With Confidence</u></p> <p>This workshop introduces strategies for interview preparation, the interview itself, and post-interview techniques.</p> <p style="text-align: center;">10/10 at 1:00pm</p>