



December 2023

Monday	Tuesday	Wednesday	Thursday	Friday	WHAT YOU NEED TO KNOW
27 Virtual Career Center Seminar 1:00pm	28 Rocking Your Resume! 10:00am	29 Career Center Seminar 9:00am	30 Let's Talk Salary 10:00am	01	<p>www.MassHireNorthCentralcc.com</p> <p>Hours of Operation M, T, W, Th: 8:00am - 4:00pm Friday: 9:00am-4:00pm CLOSED SATURDAY & SUNDAY 100 Erdman Way, Leominster, MA Phone: (978) 534-1481</p> <p>How can I get started at MassHire? Register on Job Quest and attend a Career Center Seminar (CCS)</p> <p>Once you have completed those, attend our virtual workshops via webinar or phone to learn skills that help you take the next steps in your job search and career. See the other side of this page for a guide to the appropriate MassHire workshops for you. Register through Jobquest or with your career counselor for any workshop or job fair.</p> <p>New Clients can also sign up to meet briefly with a Career Counselor during one of our "Connect with a Career Counselor" sessions.</p> <p>MassHire Program & Services are funded in part by US Department of Labor (USDOL) Employment and Training Administration grants as well as non-federal funded grants • Additional details furnished upon request</p>
04 Virtual Career Center Seminar 1:00pm	05 Training Pathways 10:00am	06 Career Center Seminar 9:00am	07 First Things First 10:00am	08	
11 Virtual Career Center Seminar 1:00pm	12	13 Career Center Seminar 9:00am	14 Interview with confidence 10:00am	15	
18 Virtual Career Center Seminar 1:00pm	19 Job Search Strategies 10:00am	20 Career Center Seminar 9:00am	21 Rocking Your Resume! 10:00am	22	
25 CLOSED	26 Virtual Career Center Seminar 1:00pm	27 Career Center Seminar 9:00am	28 Using Age to Your Advantage 10:00am	29	

JOB FAIRS & EVENTS	<p>Are you a new client and have a Job Search question? Connect with a Career Counselor</p> <p>SIGN UP ON JOB QUEST FOR A BRIEF 15 MINUTE MEETING WITH A CAREER COUNSELOR</p>	<p>Register on Job Quest, www.mass.gov/jobquest</p> <p>Search for jobs, events, job fairs, create a resume and much more!</p>	<p>In person meetings are available by appointment only.</p> <p>The Career Center Resource Room is available by walk-in on a space available basis</p>	
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December 2023 Workshop Guide

I need to....

- Learn how to prepare for an interview
- Refresh my interviewing skills



Interviewing with Confidence

- Know how hiring is different during Covid
- Diversify my job search activities during Covid



Job Search Strategies

- Explore training requirements and eligibility
- Learn the process to apply for training funds



Training Pathways

- Choose the right resume format for me
- Know what info should be in my cover letter



Rocking Your Resume

- Determine your interests, skills, values and strengths
- Identify goals and opportunities



First Things First

- Leverage my experience into an advantage
- Learn to combat ageism during interviews



Using Age To Your Advantage

- Explore the salary expectation for your job field
- Learn to effectively negotiate salary



Lets Talk Salary