



May 2023

Monday	Tuesday	Wednesday	Thursday	Friday	WHAT YOU NEED TO KNOW
01 Virtual Career Center Seminar 1:00pm Connect with a Career Coach 9am-10am	02 Connect with a Career Coach 9am-10am	03 Career Center Seminar 9:00am Connect with a Career Coach 1pm-2pm	04 Lets Talk Salary 10am Connect with a Career Coach 9am-10am	05 Connect with a Career Coach 1pm-2pm	<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>
08 Virtual Career Center Seminar 1:00pm Connect with a Career Coach 9am-10am	09 Using Age to Your Advantage 10:00am Connect with a Career Coach 9am-10am	10 Career Center Seminar 9:00am Connect with a Career Coach 1pm-2pm	11 Job Search Strategies 10:00am Connect with a Career Coach 9am-10am	12 Connect with a Career Coach 1pm-2pm	
15 Virtual Career Center Seminar 1:00pm Connect with a Career Coach 9am-10am	16 Interview with confidence 10:00am Connect with a Career Coach 9am-10am	17 Career Center Seminar 9:00am Connect with a Career Coach 1pm-2pm	18 First Things First- 10:00am Connect with a Career Coach 9am-10am	19 Connect with a Career Coach 1pm-2pm	
22 Virtual Career Center Seminar 1:00pm Connect with a Career Coach 9am-10am	23 Training Pathways 10:00am Connect with a Career Coach 9am-10am	24 Career Center Seminar 9:00am Connect with a Career Coach 1-2pm	25 Rocking your Resume 10:00am Connect with a Career Coach 9am-10am	26 Connect with a Career Coach 1pm-2pm	
29	30	31	01	02	
CLOSED MEMORIAL DAY	Virtual Career Center Seminar 1:00pm Connect with a Career Coach 9am-10am	Career Center Seminar 9:00am Connect with a Career Coach 1-2pm	Connect with a Career Coach 9am-10am	Connect with a Career Coach 1pm-2pm	

<p>JOB FAIRS & EVENTS</p>	<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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May 2023 Workshop Guide

I need to....

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



- Learn about LinkedIn as a networking tool
- Set up and use my LinkedIn account



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



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



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



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



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



Recommended workshop

Interviewing with Confidence

Introduction to LinkedIn

Job Search Strategies

Training Pathways

Rocking your Resume

First Things First

Using Age To Your Advantage