



# May 2022

Monday	Tuesday	Wednesday	Thursday	Friday
02 Career Center Seminar 1:00pm Connect with a Career Coach 9am-10am	03	04 Career Center Seminar 9:00am Connect with a Career Coach 1pm-2pm	05 Using Age to Your Advantage 10:00am	06
09 Career Center Seminar- 1:00pm Connect with a Career Counselor 9am-10am	10 Job Search Strategies 10:00am	11 Career Center Seminar 9:00am Connect with a Career Counselor 1pm-2pm	12 Pathway to Training 10:00am	13
16 Career Center Seminar 1:00pm Connect with a Career Coach 9am-10am	17 Resume Basic 10:00am	18 Career Center Seminar 9:00am Connect with a Career Coach 1pm-2pm <b>Gardner job Fair 2-6pm</b>	19 Moving on From Job Loss 10:00am	20
23 Career Center Seminar 1:00pm Connect w/a Career Coach 9am-10am	24 Interview with confidence 10:00am	25 Career Center Seminar 9:00am Connect w/a Career Coach 1-2pm	26 Tools for Self-Assessment 10:00am	27
30 <b>CLOSED MEMORIAL DAY</b>	31 Intro to LinkedIn 1:00pm			

**WHAT YOU NEED TO KNOW**  
[www.MassHireNorthCentralcc.com](http://www.MassHireNorthCentralcc.com)

**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

**How can I get started at MassHire?**  
 Register on Job Quest and attend a Career Center Seminar (CCS)

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.

**New Clients** can also sign up to meet briefly with a Career Counselor during one of our “Connect with a Career Counselor” sessions

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

**JOB FAIRS & EVENTS**

Are you a new client and have a Job Search question?  
 Connect with a Career Counselor

SIGN UP ON JOB QUEST FOR A BRIEF 15 MINUTE MEETING WITH A CAREER COUNSELOR

Register on Job Quest, [www.mass.gov/jobquest](http://www.mass.gov/jobquest)

Search for jobs, events, job fairs, create a resume and much more!

In person meetings are available by appointment only.

The Career Center Resource Room is available by walk-in on a space available basis

**Gardner Area Spring Job Fair**  
**May 18, 2022**  
**2pm-6pm**  
 Live event @294 Pleasant st Gardner, MA  
 Register on Jobquest or contact MassHire Career center

### 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

Pathways to Training

Resume Basics

Tools for Self-Assessment

Using Age To Your Advantage