



October 2022

Monday	Tuesday	Wednesday	Thursday	Friday	WHAT YOU NEED TO KNOW
03 Virtual Career Center Seminar 1:00pm Connect with a Career Coach 9am-10am	04	05 Career Center Seminar 9:00am Connect with a Career Coach 1pm-2pm	06 Using Age to Your Advantage 10:00am	07	<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>
10 CLOSED Columbus Day	11 Virtual Career Center Seminar 1:00pm	12 Career Center Seminar 9:00am Connect with a Career Counselor 1pm-2pm	13 Pathway to Training 10:00am	14	
17 Virtual Career Center Seminar 1:00pm Connect with a Career Coach 9am-10am	18 Job Search Strategies 10:00am	19 Career Center Seminar 9:00am Connect with a Career Coach 1pm-2pm	20 Interview with confidence 10:00am	21	
24 Virtual Career Center Seminar 1:00pm Connect with a Career Coach 9am-10am	25 Tools for Self-Assessment 10:00am	26 Career Center Seminar 9:00am Connect with a Career Coach 1-2pm	27 Resume Basic 10:00am	28	
31 Virtual Career Center Seminar 1:00pm Connect with a Career Coach 9am-10am	01	02 Career Center Seminar 9:00am Connect with a Career Coach 1-2pm	03	04	

<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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October 2022 Workshop Guide

I need to....

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



Interviewing with Confidence

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



Introduction to LinkedIn

- 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



Pathways to Training

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



Resume Basics

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



Tools for Self-Assessment

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



Using Age To Your Advantage