

June 2017

Calendar of Events

Like us on Facebook!
Facebook.com/WorkSourcePierce

www.WorkSourceWA.com



1305 Tacoma Ave South
(253) 593-7300
HOURS: M – Th 8:00 – 5:00; F 9:30 – 5:00



Please Note: Workshops marked with (**) are the only workshops that count towards your UI job search

** Job Search Strategies / Skills & Abilities

2nd & 4th Wednesdays 9:00 am – 11:30 am

Identify and package your skills and personal qualities for employers.

** Resumes & Cover Letters

Wednesdays 1:30 pm – 4:00 pm

Learn valuable tips and be prepared for your next job interview.

** Interviewing Techniques

1st & 3rd Thursdays 1:30 pm – 4:00 pm

Convey to an employer who you are, what you know & what you have to offer.

Healthcare Signup

Tuesdays 9:00 am – 4:00 pm

Bring photo ID, Social Security card & most recent paycheck, if working.

** Managing Stress

1st & 3rd Wednesdays 10:30 am – 12:00 pm

Learn about stress and its impact, & how to deal with stress in your life.

** WorkSource General Orientation

Wednesdays 9:00 – 10:00 am

Orientation of the WorkSource Pierce system; re-employment, training/re-training, and career assessment resources.

** Basic Computer Classes

Thursdays 8:30 am – 10:00 am

Basic computer class for those just beginning to use a computer. Please bring a small capacity USB Drive to copy your files.

Introduction to WorkSourceWA.com

Fridays 3:00 – 4:00 pm

Must have a WorkSourceWA.com account prior to the workshop.

LinkedIn Workshops

****Part A: June 1st 11:00 am – 12:30 pm**

Covers the essential elements in creating a basic profile.

****Part B: June 8th 11:00 am – 12:30 pm**

Strategies for connecting with recruiters and applying for jobs.

** What's My Next Move??

Tuesday, June 6th 2:00 pm – 3:30 pm

In this hands-on lab, you will learn to use internet resources to find IN DEMAND careers that match your interests. Basic internet skills required.

** Email: Professional Correspondence

Monday, June 12th 2:00 – 3:30 pm

Join Pierce County Librarians for an interactive workshop to learn about different email features, practices and safety; explore free online resources.

Financial Aid (FAFSA) Application Session

Monday, June 26th 2:00 – 4:00 pm

Must have earned GED/diploma; basic keyboard skills; if you filed taxes, bring: 2016 tax info (if under age 24 & non-dependent, your parents' tax info).

** City Jobs: NeoGov Help Session

Tuesday, June 27th 12:30 – 2:00 pm

A representative from City of Tacoma's HR department has the info you need to apply for city jobs. Also offers a workshop on workplace diversity.

** Microsoft Certificate Program Orientation

Tuesday, June 27th 2:00 – 3:30 pm

Learn more about Pierce County Library's Microsoft Certification Program. Begin the 3-step process towards certification.

WorkSource Pierce Job Center

3650 South Cedar Street
(253) 472-8094
HOURS: M – F 8:00 – 5:00

** Job Club

Tuesdays 1:00 – 3:00 pm

Eliminate barriers to employment by learning further job search, resume, interviewing, and placement skills.

** Orientation to WIOA Services

Fridays 9:00 – 11:00 am

Learn how the WIOA program can assist you in achieving your career goals. Eligibility, program services and meet 1-on-1 with an Employment Specialist.

Resume Lab

NEW!

Wednesday, June 14th & 28th 1:30 – 3:00 pm

Receive individual assistance with editing and enhancing your resume. Please bring resume on flash drive or be able to access it online.

** Market Yourself!

Tuesday, June 6th 9:00 – 11:30 am

Learn strategies important to effectively market your skills to employers. Build a Master Resume from which to apply for federal, state or corporate applications.

** Social Media & Job Search

Tuesday, June 13th 10:00 – 11:30 am

The new approach to job search has to reflect advances in current technology. This class shares ideas on using social media to your advantage.

** Job Hunting for Mature Workers

Tuesday, June 20th 10:00 am – 12:00 pm

Tips for job seekers who fear their age is a barrier to employment. Debunking myths of maturity, de-aging your resume and other age-related concerns.

** Jump Start Your Business!

Tuesday, June 27th 10:00 am – 12:00 pm

For individuals looking into their own business. Topics include protecting personal assets, license requirements, financing and business planning.

EQUAL OPPORTUNITY – EQUAL ACCESS

WorkForce Central and WorkSource Washington are equal opportunity employers and providers of employment and training services. Auxiliary aids and services are available upon request for individuals with disabilities. Language services for clients are provided free of charge. WA Relay Services: 1-800-833-6384

Monday	Tuesday	Wednesday	Thursday	Friday
<p>Stay Updated on the Latest News! Sign up for WorkSource Weekly emails at front desk or online at https://worksourceweekly.wordpress.com</p>	<p>**WorkSource on Wheels: Partnership between WorkSource & Pierce County Library System. Register for classes at www.piercecountylibrary.org/calendar, and check Get Hired Classes and Workshops.</p>		<p>1 **Basic Computer Class 8:30 – 10:00 am **LinkedIn PART A 11:00 am – 12:30 pm **Interviewing Techniques 1:30 pm – 4:00 pm</p>	<p>2 WorkSource Pierce open at 9:30! **Orientation to WIOA 9:00 – 11:00 am Intro to WorkSourceWA 3:00 pm – 4:00 pm</p>
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