

# LWRC WORKSHOPS APRIL 2021

Currently, virtual workshops are offered via the **GoToMeeting** platform, except where noted. Having both camera and microphone capabilities on your device will enhance your workshop experience. Workshops are not conducted in-person.

View full descriptions of our workshop content [here](#).  
**Pre-registration is REQUIRED.**



[Register for Workshops Here](#)

**WRC Staff can be reached by phone or email Monday through Friday 8:30 am to 5:00 pm (703) 777-0150 [wrc@loudoun.gov](mailto:wrc@loudoun.gov)**



## **COFFEE WITH A CAREER COUNSELOR**

**APRIL 14, 2021 9:30 - 10:15**

Join this virtual session via GoToMeeting for an overview of the current job market, resume tips and a Q&A discussion. [Click here to sign up](#)

## **UPWARDLY GLOBAL INFORMATION SESSION**

**APRIL 15, 2021 1:00 - 2:00**

The Workforce Resource Center is pleased to host an information session with [Upwardly Global](#) (UpGlo) for job seekers interested

in applying for their free career services. UpGlo is an organization focused on supporting immigrant and refugee professionals to re-enter their professional fields in the U.S. workforce. Working with UpGlo can lead to life-changing individual success stories.

[Click here to register to participate](#)



## **Computer Skills**

**Must Attend Both Sessions of the workshop**

### **MS Word - The Basics**

Mon, April 12	9:00 - 12:00 &
Tues, April 13	9:00 - 12:00
Wed, April 21	1:00 - 4:00 &
Thurs, April 22	1:00 - 4:00

### **MS Excel - The Basics**

Wed, April 7	9:00 - 12:00 &
Thurs, April 8	9:00 - 12:00
Wed, April 21	9:00 - 12:00 &
Thurs, April 22	9:00 - 12:00

### **MS PowerPoint - The Basics**

Mon, April 12	1:00 - 4:00 &
Tues, April 13	1:00 - 4:00

## **Interviewing Skills**

### **Mock Interview - By Appointment**

Tues, April 6	9:30 - 3:15
Wed, April 28	9:00 - 12:30

### **SCARQ—Discover Your Competencies**

Wed, April 7	2:00 - 3:30
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## **Job Search**

### **So You Think You Can Interview?**

Thurs, April 15	10:00 - 11:30
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### **Strategize Your Job Search**

Thurs, April 15	2:00 - 3:00
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### **How to Join GoToMeeting & Zoom Virtual Events**

Fri, April 23	2:00 - 3:00
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## **Resume Development**

### **Resume Writing 101**

Thurs, April 1	10:00 - 11:00
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## **Social Media**

### **Navigating LinkedIn for New Users**

Fri, April 16	10:00 - 11:00
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### **LinkedIn Profile Check Up - By Appointment**

Thurs, April 29	9:00 - 11:00
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## **Networking**

### **Networking Fundamentals**

Wed, April 14	10:00 - 11:00
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If you require a reasonable accommodation for any type of disability in order to participate in Workforce Resource Center services, please contact the Center at 703-777-0150. Three business days advance notice is requested.