



LOUDOUN WORKFORCE RESOURCE CENTER

102 Heritage Way, N.E., 1st Floor
Leesburg, VA 20177-7400
(703) 777-0150 (Voice) - 711 (VA Relay)



Hours of Operation:

Monday, Tuesday, Thursday, Friday
9:00am - 4:30pm
Wednesday 9:00am - 12:00noon
www.loudoun.gov/wrc
wrc@loudoun.gov

March 2020

	Mon	Tue	Wed	Thu	Fri
<p>U.S. Census Job Information Sessions</p> <p>Workforce Resource Center Monday, March 2, 2020 Session Times: 9:00 am, 10:00 am, 11:00 am & 12:00 pm 102 Heritage Way (1st floor) Leesburg, VA</p> <p>Eastern Loudoun Family Services Monday, March 2, 2020 Session Times: 9:00 am, 10:00 am & 11:00 am 21641 Ridgetop Circle, Suite 101 Sterling, VA</p> <p>NO REGISTRATION REQUIRED. Bring your own technology (phone, tablet, laptop).</p> <p>College Students Career Week</p> <p>OPEN HOUSE</p> <p>Workforce Resource Center Thursday, March 12, 2020 1:00 pm - 3:00 pm Meet staff and tour the center to learn about free resources. RSVP: lwrcopenhouse.eventbrite.com</p> <p>Meet The Employer</p> <p>Monday, March 16, 2020 11:00 am - 2:00 pm Allied Universal</p> <p>Thursday, March 26, 2020 9:30 am - 11:30 am Lauren Lee State Farm Agency</p> <p>Youth WIOA Information Session Tuesday, March 17, 2020 *By Appointment</p> <p>Workshops are offered at NO COST. However, Pre-Registration is Required. To register please visit: www.loudoun.gov/wrcworkshops</p> <p>If you require a reasonable accommodation for any type of disability in order to participate in Loudoun Workforce Resource Center services, please contact the Center at 703-777-0150. Three business days advance notice is requested.</p>	<p>2</p>	<p>3</p> <p>Resume Critique Walk-in from 9:00 am - 11:30 am</p> <p>MS Excel - The Basics 9:00 am - 4:00 pm</p> <p>Name That Interview 1:00 pm - 3:00 pm</p>	<p>4</p> <p>Find a Career, Change a Career: My Next Move 10:00 am - 11:00 am</p> <p>CLOSE @ 12:00 noon</p>	<p>5</p> <p>Resume Critique Walk-in from 9:00 am - 11:30 am</p> <p>Jump Start Your Job Search Part 1 <i>(must attend both days)</i> 9:00 am - 4:00 pm</p>	<p>6</p> <p>Jump Start Your Job Search Part 2 <i>(must attend both days)</i> 9:00 am - 4:00 pm</p> <p>WIOA Screening *By Appointment</p>
	<p>9</p> <p>MS Outlook - The Basics 9:00 am - 4:00 pm</p> <p>DARS Representative 10:00 am - 2:00 pm</p>	<p>10</p> <p>NO WALK-IN RESUME CRITIQUE</p> <p>NEW! Resume Discovery 9:00 am - 10:30 am 11:00 am - 12:30 pm 1:30 pm - 3:00 pm</p>	<p>11</p> <p>Navigating LinkedIn for New Users 9:30 am - 11:30 am</p> <p>CLOSE @ 12:00 noon</p>	<p>12</p> <p>Resume Critique Walk-in from 9:00 am - 11:30 am</p> <p>MS Excel - The Basics 9:00 am - 4:00 pm</p> <p>NEW! Networking for Introverts (at Rust Library) 10:00 am - 11:30 am</p> <p>OPEN HOUSE 1:00 pm - 3:00 pm</p>	<p>13</p> <p>Professional Resume Writing 9:00 am - 3:00 pm</p> <p>NEW! Job Success - Stand Out as a Great Employee 10:30 am - 12:00 pm</p>
	<p>16</p> <p>MS Word - The Basics 9:00 am - 4:00 pm</p> <p>Is WIOA Right for You? 10:00 am - 11:00 am</p>	<p>17</p> <p>Resume Critique Walk-in from 9:00 am - 11:30 am</p> <p>MS Word - The Basics (Condensed) 9:30 am - 12:00 pm</p> <p>Mock Interview 12:30 pm - 4:00 pm *By Appointment</p> <p>Mystery of Applicant Tracking System</p>	<p>18</p> <p>Social Media & Job Search 10:00 am - 11:30 am</p> <p>CLOSE @ 12:00 noon</p>	<p>19</p> <p>Resume Critique Walk-in from 9:00 am - 11:30 am</p> <p>NoVa Senior Community Employment Program (SCSEP) 10:00 am - 12:00 pm</p> <p>Older Workers & Smart Job Strategies 10:00 am - 12:30 pm</p>	<p>20</p> <p>Interviewing Styles 10:00 am - 12:30 pm</p> <p>WIOA Screening *By Appointment</p>
	<p>23</p>	<p>24</p> <p>Resume Critique Walk-in from 9:00 am - 11:30 am</p> <p>Networking for Introverts 10:00 am - 11:30 pm</p>	<p>25</p> <p>LinkedIn Profile Check Up 9:30 am - 11:30 am</p> <p>CLOSE @ 12:00 noon</p>	<p>26</p> <p>Resume Critique Walk-in from 9:00 am - 11:30 am</p> <p>SCARQ - Discover Your Competencies 10:00 am - 12:00 pm</p>	<p>27</p> <p>Resume Writing 101 9:00 am - 1:00 pm</p> <p>WIOA Screening *By Appointment</p>
	<p>30</p> <p>Is WIOA Right for You? 10:00 am - 11:00 am</p>	<p>31</p> <p>Resume Critique Walk-in from 9:00 am - 11:30 am</p> <p>Mock Interview 11:00 am - 3:30 pm *By Appointment</p>	<p>⇒ Inclement Weather Policy: Events and workshops will operate on the same schedule as the Loudoun County Public Schools (LCPS). If LCPS are on a 2-hour delay or canceled, workshops and events are canceled. Please call 703-777-0150 to see if we are open.</p> <p>⇒ Report Job Success: Have you used the Loudoun Workforce Center for your employment needs and become recently employed? Please contact our office at 703-777-0150 and press 6, so we can share in your success!!</p> <p>⇒ Please visit our website for the most current event information www.loudoun.gov/wrc</p>		



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Partner Contacts

Crossroads Jobs, Inc. ~ Crossroads Jobs is a free employment service, connecting capable applicants with market-place jobs. **Carol Smith ~ 703-771-4112**

Department of Aging and Rehabilitative Services (DARS) ~ In partnership with people with disabilities and their families, the Virginia Division of Rehabilitative Services collaborates with the public and private sectors to provide and advocate for the highest quality services that empower individuals with disabilities to maximize their employment, independence and full inclusion into society. ~ **Loudoun Office ~ 703-771-4775**

Job Link, Loudoun County Community Services Board ~ Job coaches provide one-on-one assistance to individuals with disabilities with finding and keeping regular jobs in the community. **Sara Westfall ~ 703-777-0562**

Loudoun County Public Schools, Adult Education ~ LCPS Adult Education provides educational opportunities for adults who wish to acquire competencies necessary for further education, employment, or personal enrichment. **Carolyn Solares ~ 571-252-1393**

Loudoun Literacy Council ~ The Loudoun Literacy Council is a nonprofit, 501c (3) community based organization dedicated to improving English language skills for adults, children, and families in Loudoun County. The Loudoun Literacy Council's Adult Literacy Program uses the services of trained volunteers to provide high-quality reading, writing, and English language learning programs for adults to empower and enable them to acquire the skills necessary to achieve personal and occupational goals. **Nikki Daruwala ~ 703-777-2205**

Northern Virginia Community College ~ NVCC is a comprehensive institution of higher learning offering programs of instruction generally extending not more than two years beyond the high school level. **Esther Perantoni ~ 703-450-2551**

Northern Virginia Senior Community Services Employment Program (SCSEP) ~ SCSEP provides temporary community service training opportunities to older Americans (must be 55 or older and meet financial guidelines) to prepare them for jobs in their community. SCSEP participants train an average of 20 hours per week, and are paid a training stipend that is the highest of federal, state, or local minimum wage directly from SCSEP. **Linda Siam ~ 571-396-2640**

Ticket to Work ~ A Social Security Administration program designed to provide employment related assistance to SSDI and SSI beneficiaries who are between the ages of 18 and 64. To schedule an appointment please contact ~ **703-827-3782**

Transit & Commuter Services: Loudoun County Department of Transportation & Capital Infrastructure ~ The Transit & Commuter Services team offers helpful information to residents, employers, and individuals traveling to work in Loudoun County. **1-877-GO-LCBUS or 703-771-5665**

Virginia Employment Commission ~ [Alexandria-703-813-1300/Prince William-703-897-0407/Winchester-540-722-3415](http://Alexandria-703-813-1300/PrinceWilliam-703-897-0407/Winchester-540-722-3415)

Virginia Employment Commission - Veterans Services ~ Veterans, Disabled Veterans and Businesses are eligible to receive employment services. Veteran Services are provided by a network of professional Workforce Services Representatives, Disabled Veteran Outreach Specialists and Local Veteran Employment Representatives. ~ **Joe Kelley ~ 571-719-9902 or joseph.kelley@vec.virginia.gov**

Virginia Job Corps ~ Job Corps is a no-cost education and vocational training program administered by the U.S. Department of Labor that helps young people ages 16 through 24 improve the quality of their lives through vocational and academic training. **1-800-733-JOBS or contact the Alexandria office ~ 703-671-5300**

Youth WIOA Program ~ The WIOA Program helps youth ages 17-24 to gain the skills needed to succeed in the workforce through career development and educational support. **Fariyah Kuraishi ~ 571-385-9672**