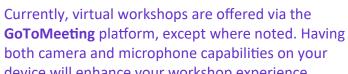
LWRC WORKSHOPS MAY 2021



device will enhance your workshop experience. Workshops are not conducted in-person.

View full descriptions of our workshop content <u>here</u>. **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



(703) 777-0150 wrc@loudoun.gov

Special Events!

Employment Background Challenges: Learn How & When to Disclose Wed, May 19 11:00 - 12:00

Presented by Opportunities, Alternatives & Resources

Do you struggle with the questions of IF or WHEN or HOW to talk with a potential employer about what may appear in your employment background check? This session will review tips on how and when to talk with employers about life challenges that might be a barrier to getting hired. At the end of the workshop, you will receive information on obtaining individualized assistance in developing and using a disclosure statement during the interview/hiring process.

Coping with a Money Crunch

Thurs, May 20 1:30 - 3:30

Presented by Virginia Cooperative Extension & Virginia Career Works

Struggling with financial hardships due to the pandemic! Receive information about relief option. Click here to register.

Computer Skills

Must Attend Both Sessions of the Workshop

MS Word - The Basics

Mon, May 24 9:00 - 12:00 & Tues, May 25 9:00 - 12:00

MS Excel - The Basics

Mon, May 3 9:00 - 12:00 & Tues, May 4 9:00 - 12:00 & Wed, May 12 9:00 - 12:00 & Thurs, May 13 9:00 - 12:00

MS Excel—Advanced

Mon, May 24 1:00 - 4:00 Tues, May 25 1:00 - 4:00

MS PowerPoint - The Basics

Mon, May 3 1:00 - 4:00 & Tues, May 4 1:00 - 4:00

Interviewing Skills

Mock Interview - By Appointment

Tues, May 11 9:30 - 3:15 Wed, May 26 9:00 - 12:30

Interviewing to Get Hired

Must Attend Both Sessions of the Workshop

Wed, May 5 9:00 - 11:30 & Thurs, May 6 9:00 - 11:30

Job Search

Controlling My Time

Thurs, May 13 2:00 - 3:00

Find a Career...Change a Career...My Next Move

Wed, May 26 2:00 - 3:00

Older Workers & Smart Job Search Strategies

Thurs, May 27 10:00 - 11:30

Resume Development

Resumes & Cover Letters - Make Yours Stand Out

Wed, May 19 9:00 - 10:30

Professional Resume Writing

Thurs, May 20 9:00 - 1:00

Social Media

Social Media & Job Search

Fri, May 14 10:00 - 11:00

Networking

Networking for Introverts

Mon, May 17 2:00 - 3:00

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.