



CHEROKEE AVENUE CENTER
A proud partner of the AmericanJobCenter network

5520 Cherokee Avenue, #100
Alexandria, VA 22312
Phone: (571) 327-2206
TTY: 711 VA Relay

APRIL 2026 NEWSLETTER



PRINCE WILLIAM CENTER
A proud partner of the AmericanJobCenter network

13370 Minnieville Road
Woodbridge, VA 22192
Phone: (703) 586-6800
TTY: 711 VA Relay

Center Information

The Virginia Career Works (VCW) Prince William County and Cherokee Avenue Centers are open to serve your business needs Monday through Friday, from 9:00 AM to 4:30 PM.

Available services include computer access, faxing, printing and typing test. Refer to page 4 or visit our website at <https://vcwnorthern.com> for more information about our programs, events and services.

This Month!

- April is **Arab American Heritage Month, Stress Awareness Month, National Volunteer Month, and Financial Literacy Month**
- **Easter** - April 5
- **Earth Day** - April 22

Upcoming Workshops

WIOA Information Session with Resume Tips for Displaced Federal Workers/Contractors

Tuesday, April 21st at 11:30am

Location: VCW Prince William
13370 Minnieville Road
Woodbridge, VA 22192

Space is limited -
reserve your seat today: bit.ly/4sLecOF

LinkedIn Learning Virtual Workshop

Sustainable Careers:
Build Skills, Confidence &
Opportunities That Last

Wednesday, April 22nd
11:00am - Noon

REGISTER TODAY: bit.ly/3PEj1uw

LinkedIn Learning

Are you looking to upskill, explore new passions, or boost your career? More than 16K courses available online and on your schedule. To get your **free license complete the Interest Form online:** bit.ly/VCWN-LIL

FREE TAX PREP SERVICES



FINAL WEEKS FOR THE SEASON...

The Volunteer Income Tax Assistance (VITA) Program provides free tax preparation services to individuals and families with low income in the Northern Virginia community. **If you or your family earned less than \$69,000 in 2025, you may qualify for this free service!**

SATURDAYS: 10AM – 2PM
JANUARY 31 – APRIL 11, 2026

Virginia Career Works Prince William Center
13370 Minnieville Road; Woodbridge, VA 22192

Walk-ins ONLY / NO appointment required.



Hot Jobs Right Now in Northern Virginia

- **Inova Health System** – clinical, admin, IT, project roles (Learn more at www.inova.org/careers/events)
- **Capital One** – tech, data, strategy, and operations roles (Explore opportunities at www.capitalonecareers.com)

Many of these roles welcome **transferable skills** from federal, military, and private sector backgrounds—**this is a great time to pivot into growing industries.**



YOUR FUTURE IN HEALTHCARE.

Live Virtual Career Pathways Discussion.

Get an inside look at what it takes to build a successful career in *healthcare*. This virtual event connects you directly with professionals who hire in the field every day, giving you *practical guidance on career pathways, employer expectations, and how to stand out in a competitive job market.*

Event Details

Thursday, April 23, 2026
11:00am - 12:30pm

Registration

Visit: <https://bit.ly/4rbGINR>

Or, scan QR code.



Event Agenda

Moderated Panel Discussion (1 hour)

Real insight into the hiring process, what employers look for, and strategies to strengthen your job search in healthcare.

Audience Q&A (30 minutes)

Ask your questions directly to industry experts and get clear, actionable answers.

events@vcwnorthern.com www.vcwnorthern.com

WIOA Title I-financially assisted programs and Virginia Career Works – Northern are an equal opportunity program/employer committed to nondiscrimination on the basis of disability in all programs, services and activities. Reasonable accommodations, including auxiliary aids and services, are available upon request to individuals with disabilities.

SENTARA[®] Clinical Hiring Event at Sentara Northern Virginia Medical Center

April 7 @ 3:00 pm – 6:00 pm

****Location:**
Hylton Education Center
2300 Opitz Blvd.
Woodbridge, VA 22191

For details and registration, go to:
bit.ly/4c5WRZL

***Please enter through HEC Entrance.*

Adult Education



FAIRFAX COUNTY ADULT & COMMUNITY EDUCATION (ACE)
Learn more at: bit.ly/FCPS_ACE



Prince William County Adult Education – Visit pwcs.edu/AdultEd.

It's FINANCIAL LITERACY MONTH!

April 2026 Calendar of Events: Scan QR code or visit www.vcwnorthern.com/pwfec for a **full list of available workshops** and to reserve your seat.

- April 7 @7pm - **Managing Your Debt** (Virtual)
- April 7 @1pm - **Smart Money Management** (Virtual)
- April 9 @7pm - **Borrowing Basics** (Virtual)
- April 14 @7pm - **Understanding Credit Reports and Scores** (Virtual)
- April 15 @ 7pm - **Smart Money Management** (In-Person: DSB-Woodbridge)
- April 16 @ 7pm - **Rental Basics** (Virtual)
- April 23 @ 12pm - Third Thursday Lunch & Learn: **Small Business 101** (Virtual)

Financial Empowerment Center
at Prince William County



SCAN ME

FREE Job Ready & Computer Workshops

SCHEDULE

Tuesday, Wednesday, Thursday; 6 p.m. – 9 p.m.
VIRTUAL / ZOOM

Tuesday, April 7, 2026 ▶

Learn how to access your PWCS email and how to use E-mail (Gmail / MS Outlook), as well as how to communicate professionally.

Wednesday, April 8, 2026 ▶

Improve Internet Skills, learn how to effectively job search and how to properly complete online job applications.

Thursday, April 9, 2026 ▶

Microsoft Word I - Terminology, how to create, open, save, share, and work with documents.

Tuesday, April 14, 2026 ▶

Microsoft Word II – How to format, adjust layouts, and print documents.

Wednesday, April 15, 2026 ▶

Microsoft Word III – Work with columns, pictures, tables, and create a resume. **Bring job & education history and references.**

Thursday, April 16, 2026 ▶

Learn about networking, improve interview skills and review & finalize your resume.

Tuesday, April 21, 2026 ▶

Microsoft Excel I – Learn how to create, open, and save spreadsheets as well as cell basics.

Wednesday, April 22, 2026 ▶

Microsoft Excel II – Learn how to work with cells, multiple sheets, and how to print effectively.

Thursday, April 23, 2026 ▶

Microsoft Excel III – Learn about formulas and functions.
Microsoft PowerPoint – Learn how to create presentations.

Tuesday, April 28, 2026 ▶

Microsoft PowerPoint – Learn how to present, print, and insert pictures & videos.



VIRTUAL

New PWCS Adult Students: Please register by completing the Online Registration on our website:
www.PWCS.edu/AdultEd

Then check your e-mail for in-person registration and testing appointments.

Current students, please email Claudia Gortva at GortvaCE@pwcs.edu



Community Liaison/Spanish Assistance
Nora Diaz: (571) 316-9757
Diazsani@pwcs.edu

Employment Transition Coach
Claudia Gortva: (571) 249-1555
GortvaCE@pwcs.edu

Adult Education Lead for ESOL
Eugene Mensah: (703) 791-8387
MensahE1@pwcs.edu

Prince William County Public Schools (PWCS) does not discriminate in employment nor in the provision of educational programs, services, and activities on the basis of race, color, religion, national origin, sex, gender identity, sexual orientation, pregnancy, childbirth or related medical conditions including lactation, age, marital status, veteran status, disability, genetic information, or any other basis prohibited by law.

“Small, consistent actions create meaningful change – at work, in learning, and in life.”



Partner Information

DARS	Services are available by phone and email.	For information, call 703-335-5550 (press 0 for the front desk) or visit www.vadars.org .
Department of Social Services (DSS)	To apply for public assistance, visit https://commonhelp.virginia.gov .	For general information, call 703-792-7500; For questions, email commonhelp@dss.virginia.gov .
ECMC The College Place-Alexandria	Provides free information and assistance through in-person, telephone and online support for people of all ages seeking higher learning. The College Place offers presentations and workshops, as well as individual assistance completing applications for college admission, financial aid and scholarships.	Email Jason Puryear, Student Success & Outreach Director, at alexandriavacp@ecmc.org or call 434-218-2675 for questions for more information.
Employment Supports for Lifelong Achievement (ESLA)	Program provides services to residents of Fairfax, Prince William and Loudoun counties with barriers such as low-income, legal history, and/or disabilities.	Visit www.vcwnorthern.com/esla for more information and complete the Inquiry/Referral Form .
Prince William Financial Empowerment Center (PWPEC)	Provides services to help individuals and families in Prince William County advance on a path toward financial stability. Services include financial and small business coaching, financial workshops, housing counseling, and free tax preparation.	For more information, go to https://vcwnorthern.com/pwfec/ Complete an Interest Form and view calendar online.
Northern Virginia Senior Community Services Employment Program (SCSEP)	If you are age 55 or older, currently unemployed and meet certain financial criteria, you may be eligible.	Contact Virginia Judd at 571-363-7688 or email scsep@vcwnorthern.com . https://vcwnorthern.com/scsep for more information.
Prince William County Schools Adult Education	Community Engagement and Citizenship Preparation, English Language Acquisition (ELA), GED, and other classes are available. For full 2024 class schedule and information, visit http://adulthood.pwcs.edu .	Email adulthood@pwcs.edu or see a staff member for information.
Ticket to Work Program	Are you a job seeker with a disability who wants to work and are receiving SSI or SSDI?	For information, complete Interest Form : https://vcwgov.my.site.com/Application/s/ttw-referral or email myticket@vcwnorthern.com .
Virginia Employment Commission (VEC)	The fastest way to apply for new unemployment benefits, file an additional claim, reopen an existing claim, and certify weekly benefits is through the VEC's Customer Self-Service (CSS) online portal. Visit www.vec.virginia.gov to view tutorials to set up an account and file claims for unemployment.	You may file and inquire about unemployment benefits through the Customer Contact Center by calling 1-866-832-2363 (Monday through Friday from 8:00am to 4:30 pm)
Virginia Works – Department of Workforce Development and Advancement (DWDA)	<i>Effective January 16, 2024</i> , the new agency, DWDA, offers job services to employers and jobseekers. Jobseekers can receive assistance with their job search and preparation in-person and virtually.	Contact 703.897.0407 Email Princwilliam@virginiaworks.gov
WIOA / WIOA Youth	Unemployed and struggling to find employment? Or need an upgrade your skills to gain employment?	To sign up for an Information Session to learn more about the programs and to apply, visit https://vcwnorthern.com/wioa ; young adults, ages 17-24, visit https://vcwnorthern.com/youth-programs .



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