

All Workshops are **FREE**—three ways to register:

- * Stop by the WorkForce Center front desk
- * Call us at 218.302.8400
- * Register online www.mn.gov/deed/duluthworkshops

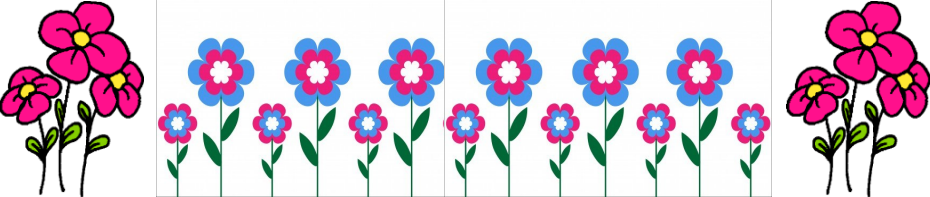
Minnesota WorkForce Center-Duluth

Workshops— June 2018

Upon request, the information in this document can be made available in alternative formats for people with disabilities by contacting us at 218-302-8400.

Individuals with disabilities requiring accommodation to attend any of these events should contact us at 218-302-8400.

Equal Opportunity Employer and Program Provider.

Monday	Tuesday	Wednesday	Thursday	Friday
<p><u>Using Computers in Job Search</u></p> <p>June 4 LinkedIn June 11 Word 1 June 18 Word 2 June 25 NO CLASS</p>				<p>1</p>
<p>4</p> <p>8:30 WorkForce Center Orientation: Vocational Rehabilitation Services 8:30-10:30 Using Computers in Job Search 10:30 –11:30 Job Club ***Special Guest from NORTFORCE*** 1:00-3:00 Resume Writing 1:30-3:00 Individual Assistance: Job Search Coaching</p>	<p>5</p> <p>8:30 – 10:30 Beginning Computer - Session 1 of 6 9:30-11:00 Adult Education (ABE) - Accuplacer & GED Prep/Math, Reading & Writing Support 11:00-12:00 Financial Literacy Topic: Building Good Credit</p>	<p>6</p> <p>10:30-12:00 Individual Assistance: Job Search Coaching 11:00-12:00 Common Mistakes When Entering Higher Education 12:45-3:00 Adult Education (ABE) Accuplacer & GED Prep/Math, Reading & Writing Support 3:30 WorkForce Center Orientation: Vocational Rehabilitation Services</p>	<p>7</p> <p>8:30 – 10:30 Beginning Computer - Session 2 of 6 1:00-3:00 Youth Employment Training— Set up for Success: Employability Prep Class for Youth ages 16-24</p>	<p>8</p>
<p>11</p> <p>8:30 WorkForce Center Orientation: Vocational Rehabilitation Services 8:30-10:30 Using Computers in Job Search 10:30 –11:30 Job Club *** Special Guest from Essentia *** 11:00-1:00 ***Essentia Hiring Event*** 1:00-3:00 Interviewing Skills 1:30-3:00 Individual Assistance: Job Search Coaching</p>	<p>12</p> <p>8:30 – 10:30 Beginning Computer - Session 3 of 6 9:30-12:00 Adult Education (ABE) - Accuplacer & GED Prep/Math, Reading & Writing Support</p>	<p>13</p> <p>10:30-12:00 Individual Assistance: Job Search Coaching 12:45-3:00 Adult Education (ABE) Accuplacer & GED Prep/Math, Reading & Writing Support 3:30 WorkForce Center Orientation: Vocational Rehabilitation Services</p>	<p>14</p> <p>8:30 – 10:30 Beginning Computer - Session 4 of 6 9:00-4:00 Creative Job Search 1:00-3:00 Youth Employment Training— Stop & Think: Handling Conflict in the Workplace for Youth ages 16-24</p>	<p>15</p>
<p>18</p> <p>8:30 WorkForce Center Orientation: Vocational Rehabilitation Services 8:30-10:30 Using Computers in Job Search 9:00-1:30 New Leaf 10:30 –11:30 Job Club 1:00-3:00 Resume Writing 1:30-3:00 Individual Assistance: Job Search Coaching</p>	<p>19</p> <p>8:30 – 10:30 Beginning Computer - Session 5 of 6 9:30-12:00 Adult Education (ABE) - Accuplacer & GED Prep/Math, Reading & Writing Support</p>	<p>20</p> <p>10:30-12:00 Individual Assistance: Job Search Coaching 12:45-3:00 Adult Education (ABE) Accuplacer & GED Prep/Math, Reading & Writing Support 3:30 WorkForce Center Orientation: Vocational Rehabilitation Services</p>	<p>21</p> <p>8:30 – 10:30 Beginning Computer - Session 6 of 6 1:00-3:00 Youth Employment Training— Set up for Success: Employability Prep Class for Youth ages 16-24</p>	<p>22</p>
<p>25</p> <p>8:30 WorkForce Center Orientation: Vocational Rehabilitation Services 10:30 –11:30 Job Club 1:30-3:00 Individual Assistance: Job Search Coaching</p>	<p>26</p> <p>9:30-12:00 Adult Education (ABE) - Accuplacer & GED Prep/Math, Reading & Writing Support 2:00-4:00 How to Start a Business</p>	<p>27</p> <p>10:00-2:00 HIRING EVENT—Trillium Services*** 10:30-12:00 Individual Assistance: Job Search Coaching 12:45-3:00 Adult Education (ABE) Accuplacer & GED Prep/Math, Reading & Writing Support 3:30 WorkForce Center Orientation: Vocational Rehabilitation Services</p>	<p>28</p> <p>9:00-4:00 Creative Job Search 1:00-3:00 Youth Employment Training— First Step Up: An Introduction to Career Pathways for Youth ages 16-24</p>	<p>29</p>