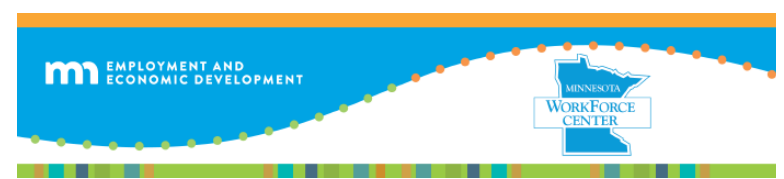


May Workshops

Grand Rapids | Hibbing | Virginia



Monday	Tuesday	Wednesday	Thursday	Friday
1 <ul style="list-style-type: none"> 1:00-4:00 Adult Education-ABE (reading, math, GED) Hibbing 	2 <ul style="list-style-type: none"> 1:00-4:00 Adult Education-ABE (Reading, math, GED) Hibbing 3:00-4:30 ABE Basic Computers for Job Search , Hibbing 	3 <ul style="list-style-type: none"> 10:00-12:00 Job Club – Virginia 1:00-3:00 Adult Education-ABE (reading, math, GED) Hibbing 3:00-4:30 ABE Basic Computers for Job Search, Hibbing 	4 <ul style="list-style-type: none"> 1:00-3:00 Adult Education-ABE (reading, math, GED) Hibbing 3:00-4:30 ABE Basic Computers for Job Search, Hibbing 	5 <ul style="list-style-type: none"> 9:00-11:00 Breakfast Job Club, Transit building, Grand Rapids
8 <ul style="list-style-type: none"> 1:00-4:00 Adult Education-ABE (reading, math, GED) Hibbing 	9 <ul style="list-style-type: none"> 1:00-4:00 Adult Education-ABE (Reading, math, GED) Hibbing 3:00-4:30 ABE Basic Computers for Job Search , Hibbing 	10 <ul style="list-style-type: none"> 9:00-4:30 Creative Job Search – Virginia 10:00-12:00 Job Club – Virginia 1:00-3:00 Adult Education-ABE (reading, math, GED) Hibbing 3:00-4:30 ABE Basic Computers for Job Search, Hibbing 	11 <ul style="list-style-type: none"> 1:00-3:00 Adult Education-ABE (reading, math, GED) Hibbing 3:00-4:30 ABE Basic Computers for Job Search, Hibbing 	12 <ul style="list-style-type: none"> 9:00-11:00 Breakfast Job Club, Transit building, Grand Rapids
15 <ul style="list-style-type: none"> 1:00-4:00 Adult Education-ABE (reading, math, GED) Hibbing 	16 <ul style="list-style-type: none"> 1:00-4:00 Adult Education-ABE (Reading, math, GED) Hibbing 3:00-4:30 ABE Basic Computers for Job Search, Hibbing 	17 <ul style="list-style-type: none"> 9:00 – 4:30 Creative Job Search- Hibbing 10:00-12:00 Job Club – Virginia 1:00-3:00 Adult Education-ABE (reading, Math, GED) Hibbing 3:00-4:30 ABE Basic Computers for Job Search, Hibbing 	18 <ul style="list-style-type: none"> 1:00-3:00 Adult Education-ABE (reading, math, GED) Hibbing 3:00-4:30 ABE Basic Computers for Job Search, Hibbing 	19 <ul style="list-style-type: none"> 9:00-11:00 Breakfast Job Club, Transit building, Grand Rapids
22 <ul style="list-style-type: none"> 1:00-4:00 Adult Education-ABE (reading, math, GED) Hibbing 	23 <ul style="list-style-type: none"> 1:00-4:00 Adult Education-ABE (Reading, math, GED) Hibbing 3:00-4:30 ABE Basic Computers for Job Search, Hibbing 	24 <ul style="list-style-type: none"> 10:00-12:00 Job Club – Virginia 1:00-3:00 Adult Education-ABE (reading, math, GED) Hibbing 3:00-4:30 ABE Basic Computers for Job Search, Hibbing 	25 <ul style="list-style-type: none"> 1:00-3:00 Adult Education-ABE (reading, math, GED) Hibbing 3:00-4:30 ABE Basic Computers for Job Search, Hibbing 	26 <ul style="list-style-type: none"> 9:00-11:00 Breakfast Job Club, Transit building, Grand Rapids
29 <ul style="list-style-type: none"> 1:00-4:00 Adult Education-ABE (reading, math, GED) Hibbing 	30 <ul style="list-style-type: none"> 1:00-4:00 Adult Education-ABE (Reading, math, GED) Hibbing 3:00-4:30 ABE Basic Computers for Job Search, Hibbing 	31 <ul style="list-style-type: none"> 10:00-12:00 Job Club – Virginia 1:00-3:00 Adult Education-ABE (reading, math, GED) Hibbing 3:00-4:30 ABE Basic Computers for Job Search, Hibbing 	<p>Useful Websites www.minnesotaworks.net http://us.jobs http://mn.gov/deed www.uimn.org</p>	

Please register for email on jobs & events

888-438-5627 (888-GET-JOBS) (711 for MN Relay) or call direct:

<http://mn.gov/deed/grandrapids>
<http://mn.gov/deed/hibbing>
<http://mn.gov/deed/virginia>

218-327-6760
 218-231-8590
 218-735-3740

Workshop Descriptions

Free – no fees!

Creative Job Search	This workshop covers the basics of a successful job search. Topics include preparing for the job search, resume strategies, networking, practice interviews, and more.	Registration preferred
Breakfast Job Club	A job club for job seekers. Meet other job seekers, get advice, referrals, and more!!	Registration preferred
Adult Education- ABE	Brush up on the basics at this education class for adults! We'll cover reading, math, GED prep, basic computer skills. <i>Up to 30 hours - call 1-800-662-5711 for more locations.</i>	Registration preferred
Basic Computers for Job Search	Learn to use computers to improve your job search! This class covers the basic parts of the computer, keyboard and mouse as well as basic computer functions (i.e., how to select and open programs) and the first ribbon in Microsoft Word 2010. <i>Up to 30 hours on internet, email, MS Word, Excel, PowerPoint - call 1-800-662-5711 for more locations.</i>	Registration preferred
Individual Assistance – for Ex-Offenders	These workshops operate on a first come first served basis, in which you will have 15 minutes with a job counselor to have your resume reviewed, practice interviewing, ask about services offered at the WorkForce Center, review minnesotaworks.net or a variety of other topics. You can also talk about how to overcome barriers, avoid self-sabotage and the application trap, answer offense related interview questions and learn the tools to write and effective resume. These workshops are for ex-offenders or anyone with a criminal background (including misdemeanors). Registration is preferred, then sign in with the front desk upon arrival.	Registration preferred
Job Club	Each week we will discuss a different subject from job search – interviews to help you successfully navigated through the process of finding a job. Meet other job seekers and start networking.	Registration preferred

Dislocated Worker If you are permanently laid off, please inquire about support for job search and training.

Veterans Services One-on-one assistance, appointments available in Grand Rapids, Hibbing, Virginia

Visit, email, or call: 1-888-GET-JOBS (1-888-438-5627) and enter the appropriate zip code or dial the number below; dial 711 for MN Relay.

GRAND RAPIDS	1215 SE 2 nd Ave, Itasca Resource Center, 55744	Phone 218-327-6760	FAX 218-327-4179	grandrapids.wfc@state.mn.us
HIBBING	3920 13 th Ave E, Hibbing Family Resource Ctr, 55746	Phone 218-231-8590	FAX 218-262-7316	hibbing.wfc@state.mn.us
VIRGINIA	820 N .9th St, Olcott Plaza Suite 250, 55792	Phone 218-735-3740	FAX 218-748-2280	virginia.wfc@state.mn.us
Online Services	http://mn.gov/deed/job-seekers http://www.aeo.org http://www.nemojt.org http://mn.gov/dhs/dhhs			

Jobs, job fairs, HIRING events, training, wages, support for workers with disabilities including hearing and vision

The Minnesota WorkForce Centers of Grand Rapids, Hibbing and Virginia are equal opportunity employers and service providers. Please contact 218.231.8581, jane.hakomaki@state.mn.us or your preferred relay service if you need to receive this information in an alternative format or if you need accommodations to attend any of our events.

