



MAY 2024
VIRGINIA CAREER WORKS - NORFOLK CENTER
Workshops and Group Certification Schedule

Norfolk Center, 861 Glenrock Road, Suite 100, Norfolk, VA 23502

Monday	Tuesday	Wednesday	Thursday	Friday
		1	2	3 CLOSED 12:00pm
6 GED 9:00am-12:00pm	7 GED 9:00am-12:00pm <u>Bridge757 Budgeting Basics</u> <u>11:00-12:00pm</u>	8 CENTER CLOSED 3:00pm <u>Job Search Strategies</u> <u>1:00-2:30pm</u>	9 Group Certification 1–2:30pm <u>Interview Techniques</u> <u>2:00-3:30pm</u>	10 CLOSED 12:00pm
13 GED 9:00am-12:00pm	14 GED 9:00am-12:00pm Group Certification 9–10:30am	15 <u>Marketing Your Resume</u> <u>9:30-11:00am</u>	16	17 CLOSED 12:00pm
20	21 <u>Using Social Media for Job Search</u> <u>9:00-10:30am</u>	22 <u>Bridge757 Credit Building</u> <u>1:00-2:00pm</u>	23 Group Certification 1–2:30pm	24 CLOSED 12:00pm
27 CENTER CLOSED 	28 Group Certification 9–10:30am <u>Job Search Strategies</u> <u>9:00-10:30am</u>	29 <u>Interview Techniques</u> <u>9:30-11:00am</u>	30 <u>Marketing Your Resume</u> <u>1:30-3:00pm</u>	31 CLOSED 12:00pm

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Funded 100% through a WIOA Title I grant provided by the U.S. Department of Labor. The program does not receive financial support from non-governmental sources.
 The Hampton Roads Workforce Council is an Equal Opportunity employer/program. Auxiliary aids and services available upon request to individuals with disabilities. VA Relay 7 1 1 or 800-828-1120.
 Language translation services are available upon request.

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OFFICE CLOSURES

MAY 8 – OFFICE CLOSURES AT 3pm
MAY 27 – MEMORIAL DAY, OFFICE CLOSED
OFFICE CLOSURES 12 NOON ON FRIDAYS



**AUXILIARY AIDS AND SERVICES ARE AVAILABLE
UPON REQUEST TO INDIVIDUALS WITH DISABILITIES**

HAMPTON ROADS REGION

You can complete our orientation online! Orientation is available online from any internet-based computer at:

<https://www.theworkforcecouncil.org/virginia-career-works-hampton-roads/>

INTAKE IS DONE MONDAY, TUESDAY, WEDNESDAY, AND THURSDAY ONLY FROM 8:30AM - 4:00 PM

For job search and computer use the Resource Room is open Monday - Thursday. from 8:30am - 4:00 pm Fridays 8:30am – 12:00pm

You must register with the Virginia Workforce Connection site at: www.vawc.virginia.gov

Please bring your valid state/government photo ID and Social Security card.

Group Certification - (To attend, clients must complete all prior steps discussed in Orientation and Intake.) Group Certification is only hosted on Tuesday and Thursday of EVERY OTHER WEEK. On Tuesday, Group Certification starts at 9:00 a.m. and sign up begins at 8:30 a.m. On Thursday, Group Certification starts at 1:00 p.m. and sign up begins at 12:00 p.m.
Attendance is required for individuals interested in WIOA funding for training. Children are not permitted in Group Certification or in person Workshops.

Employment Workshop Descriptions

Using social media for Job Search – Learn the importance of using social media to build your profile, network, and follow companies using LinkedIn, Facebook, and Twitter.

Marketing Your Resume – These days, a top-notch resume will assist you in getting an interview. Learn how to market and target your skills, accomplishments, experience, and keywords with an impressive resume. Bring a paper copy of your current resume to critique.

Job Search Strategies – Learn more about the crucial steps in the job search process. This workshop addresses untapped resources and services available to job seekers, job-hunting on the Internet, and using your own network to your advantage.

Interview Techniques - Want to feel confident at your next job interview? This workshop teaches you how! Topics include positive answers to difficult questions, dressing for success, and the importance of body language, good attitude and making the “best” first impression. Interview follow-up and salary negotiation are also discussed.

Credit Building – Ever wonder how credit scores are calculated. This workshop will teach you what is a credit score, how is calculated, and tips on how to raise your credit score.

Budgeting Basics – Learn to keep track of your money. This workshop teaches you how to create a budget, understand your expenditures, and debt planning.

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Bridge757 Budgeting Basics – May 7, 2024, 11:00-12:00pm

<https://us02web.zoom.us/meeting/register/tZEtce-grT0vE9HZGgFBoXF5cOGuD4QuKbaO>

Job Search Strategies – May 8, 2024, 1:00-2:30pm

<https://us02web.zoom.us/meeting/register/tZErdO-vqDsjE9MDpOvrVygZ5ekiZxkjIVK7>

Interview Techniques – May 9, 2024, 2:00-3:30pm

<https://us02web.zoom.us/meeting/register/tZEKceispjopEtHyKGg1KD6JWzL8oQAsL2Wl>

Marketing Your Resume – May 15, 2024, 9:30-11:00am

https://us02web.zoom.us/meeting/register/tZEvcuCspjMsGNEd1X23h_YLKpRelIHQkBzo

Using Social Media for Job Search – May 21, 2024, 9:00-10:30am

https://us02web.zoom.us/meeting/register/tZMude6qpj0tHdY28GBWmzTfV2_KgzaWt-Os

Bridge757 Credit Building – May 22, 2024, 1:00-2:00pm

<https://us02web.zoom.us/meeting/register/tZEkd-mprDMjE9a-r-7AwYSCfPMaK-cDOr3d>

Job Search Strategies – May 28, 2024, 9:00-10:30am

<https://us02web.zoom.us/meeting/register/tZUvf--tqj0vHNXzcGAQkYaEqLBQGhc0cggn>

Interview Techniques – May 29, 2024, 9:30-11:00am

<https://us02web.zoom.us/meeting/register/tZ0kc-ggqzIsGN36g0s0Kcl8cTVoiT3tciYQ>

Marketing Your Resume – May 30, 2024, 1:30-3:00pm

<https://us02web.zoom.us/meeting/register/tZIsduusqzsiGNemeFe9BP8NReP1XAxdhVIN>

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