

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

Monday	Tuesday	Wednesday	Thursday	Friday
1	2 Group Certification 9:00 - 10:30	3	4 	5 CLOSED 12:00 p.m. 
8 Interview Techniques 1:00 p.m. – 2:30 p.m.	9 Bridge 757 Credit Building 1:00 - 2:00	10 Marketing Resume 9:30 - 11:00 CENTER CLOSED 3:00 p.m.	11 Group Certification 1:00 - 2:30 Job Search Strategies 9:30 a.m. -11:00 a.m.	12 CLOSED 12:00 p.m.
15	16 Group Certification 9:00 - 10:30 Marketing Your Resume 1:00 p.m. - 2:30 p.m.	17 Bridge 757 Budgeting Basics 9:00 - 10:00	18	19 CLOSED 12:00 p.m.
22	23 Using social media for Job Search 1:00 p.m. -2:30 p.m.	24 Interview Techniques 9:30 a.m. – 11:00 a.m.	25 Group Certification 1:00 - 2:30	26 CLOSED 12:00 p.m.
29 CENTER CLOSED FOR MEMORIAL DAY 	30 Group Certification 9:00 - 10:30 Job Search Strategies 1:00 p.m. - 2:30 p.m.	31		

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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. It is an equal opportunity program and auxiliary aids and services are available upon request to individuals with disabilities. TDD: VA Relay Center: 711

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

OFFICE CLOSURES

May 10, 3:00 p.m.

May 30 Center Closed

OFFICE CLOSURES 12 NOON ON FRIDAYS

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.

Federal Employment – Review the Federal Employment application process and key points for understanding how to successfully complete job announcements and vacancies.

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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Interview Techniques: May 08, 2023, 01:00 PM

[https://vccs.zoom.us/meeting/register/tZMsc-iurTkpHNJ9R6K5GHUcQ0N-KtIfXUYr](https://vccs.zoom.us/j/986543210)

Bridge 757 Credit Building: May 09, 2023, 01:00 PM

[https://vccs.zoom.us/meeting/register/tZApcuuprz8rE9YYpnnUfoJx6PvzVJOJjdAZ](https://vccs.zoom.us/j/123456789)

Marketing Resume: May 10, 2023, 09:30 AM

[https://vccs.zoom.us/meeting/register/tZwvdO6pqjgtGdCKAWZhUYWptVWBzhr-HDuz](https://vccs.zoom.us/j/987654321)

Job Search Strategies: May 11, 2023, 09:30 AM

[https://vccs.zoom.us/meeting/register/tZcudOCvqTgtG9EBGbkCj36AMf8_ouknwTuD](https://vccs.zoom.us/j/135792468)

Marketing Resume: May 16, 2023, 01:00 PM

[https://vccs.zoom.us/meeting/register/tZIod-CqqzwuHd0koVM_qa2VEBYmK4a71wIy](https://vccs.zoom.us/j/246813579)

Bridge 757 Budgeting Basics: May 17, 2023, 09:00 AM

[https://vccs.zoom.us/meeting/register/tZwocuuspjooGtX1sdgi6dso72b1iXkMSH8H](https://vccs.zoom.us/j/357924681)

Using social media for Job Search: May 23, 2023, 01:00 PM

[https://vccs.zoom.us/meeting/register/tZwude6tpj4tHtbjrNkmeBjQ2wnvvoVMwocQ](https://vccs.zoom.us/j/468135792)

Interview Techniques: May 24, 2023, 09:30 AM

[https://vccs.zoom.us/meeting/register/tZAudOuuqjwsEtAZdor0bC0B8zDTbPatKnhw](https://vccs.zoom.us/j/579246813)

Job Search Strategies: May 30, 2023, 01:00 PM

[https://vccs.zoom.us/meeting/register/tZEvdOusrDsoE92R3wmHKWqdJxPp_gJeuXB7](https://vccs.zoom.us/j/681357924)



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