

All Workshops are FREE

Check to see if you need to sign up for Workshop by either:

Stopping by the WorkForce Center front desk or calling us at 218.302.8400 or register online at www.mn.gov/deed/duluthworkshops

Minnesota WorkForce Center—Duluth

Workshops—June 2015

DEED is an equal opportunity employer and service provider.

Upon request, workshop materials can be made available in alternate formats.

Please advise us if you require any accommodation to fully participate in any of our workshops, etc.

Monday	Tuesday	Wednesday	Thursday	Friday
<p>1 8:30 WorkForce Center Orientation: Vocational Rehabilitation 8:30-10:30 Using Computers in Job Search 10:30 –11:30 Job Club 1:00-3:00 Create Resumes that Work 1:30-3:00 Individual Assistance: Quick Job Search Help</p>	<p>2 8:30 – 10:30 Beginning Computer - Session 1 (Lab) 11:30-3:00 Dunkin' Donuts Hiring Event </p>	<p>3 3:30 WorkForce Center Orientation: Vocational Rehabilitation</p>	<p>4</p>	<p>5 </p>
<p>8 8:30 WorkForce Center Orientation: Vocational Rehabilitation 8:30-10:30 Using Computers in Job Search 10:30 –11:30 Job Club ** Special Guest Speaker UNITEDHEALTH GROUP 11:30-12:30 Information Session—Women's Training Program Carpentry/Truck Driving 1:00-3:00 Interviewing Techniques & Skills 1:30-3:00 Individual Assistance: Quick Job Search Help</p>	<p>9 8:30 – 10:30 Beginning Computer - Session 2 (Lab) 10:00-11:30 Information Session –Women's Training Program Carpentry/Truck Driving 12:00-4:00 New Leaf</p>	<p>10 10:30-12:00 Individual Assistance: Quick Job Search Help 3:30 WorkForce Center Orientation: Vocational Rehabilitation</p>	<p>11 8:30 – 10:30 Beginning Computer - Session 3 (Lab) 9:00-4:00 Creative Job Search</p>	<p>12 9:00 –10:30 Make Minnesota Works, Work For You!</p>
<p>15 8:30 WorkForce Center Orientation: Vocational Rehabilitation 8:30-10:30 Using Computers in Job Search 10:30 –11:30 Job Club 1:00-3:00 Create Resumes that Work 1:30-3:00 Individual Assistance: Quick Job Search Help</p>	<p>16 8:30 – 10:30 Beginning Computer - Session 4 (Lab)</p>	<p>17 10:30-12:00 Individual Assistance: Quick Job Search Help 3:30 WorkForce Center Orientation: Vocational Rehabilitation</p>	<p>18 8:30 – 10:30 Beginning Computer - Session 5 (Lab)</p>	<p>19 </p>
<p>22 8:30 WorkForce Center Orientation: Vocational Rehabilitation 8:30-10:30 Using Computers in Job Search 10:30 –11:30 Job Club 1:00-3:00 Interviewing Techniques & Skills 1:30-3:00 Individual Assistance: Quick Job Search Help</p>	<p>23 8:30 – 10:30 Beginning Computer - Session 6 (Lab) 2:00-4:00 How to Start a Business</p>	<p>24 10:30-12:00 Individual Assistance: Quick Job Search Help 3:30 WorkForce Center Orientation: Vocational Rehabilitation</p>	<p>25 8:30 – 10:30 Beginning Computer - Session 7 (Lab) 9:00-4:00 Creative Job Search</p>	<p>26 9:00 –10:30 Make Minnesota Works, Work For You!</p>
<p>29 8:30 WorkForce Center Orientation: Vocational Rehabilitation 8:30-10:30 Using Computers in Job Search 10:30 –11:30 Job Club 1:00-3:00 Create Resumes that Work 1:30-3:00 Individual Assistance: Quick Job Search Help</p>	<p>30 8:30 – 10:30 Beginning Computer - Session 8 (Lab) </p>	<p><u>Using Computers in Job Search</u> June 1 Free & Legal Software June 8 Word 1 June 15 Word 2 June 22 Word 3 June 29 LinkedIn</p>	<p><u>National Career Readiness Certificate</u> Interested in a certificate that shows your Math, Reading and Locating Information Skills? Call 218.302.8405 for information on the NCRC Certificate</p>	