

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 <http://mn.gov/deed/duluthworkshops>

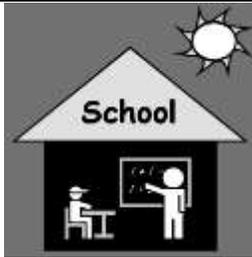
Minnesota WorkForce Center—Duluth

Workshops—September 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><u>National Career Readiness Certificate</u></p> <p>Interested in a certificate that shows your Math, Reading and Locating Information Skills? Call 218.218.302.8405 for information on the NCRC Certificate</p>	<p>1</p> 	<p>2</p> <p>10:30-12:00 Individual Assistance: Quick Job Search Help</p> <p>3:30 WorkForce Center Orientation: Vocational Rehabilitation Services</p>	<p>3</p>	<p>4</p> 
<p>7</p> <p>WorkForce Center Closed for the Labor Day Holiday</p> 	<p>8</p>	<p>9</p> <p>10:30-12:00 Individual Assistance: Quick Job Search Help</p> <p>3:30 WorkForce Center Orientation: Vocational Rehabilitation Services</p>	<p>10</p> <p>9:00-4:00 Creative Job Search</p>	<p>11</p> <p>9:00 –10:30 Make Minnesota Works, Work For You!</p>
<p>14</p> <p>8:30 WorkForce Center Orientation: Vocational Rehabilitation Services</p> <p>8:30-10:30 Using Computers in Job Search</p> <p>10:30-11:30 Job Club</p> <p>1:00-3:00 Create Resumes that Work</p> <p>1:30-3:00 Individual Assistance: Quick Job Search Help</p>	<p>15</p> <p>8:30-11:30 Beginning Computer - Session 1 of 6 (Lab)</p> <p>12:00-4:00 New Leaf</p>	<p>16</p> <p>10:30-12:00 Individual Assistance: Quick Job Search Help</p> <p>3:30 WorkForce Center Orientation: Vocational Rehabilitation Services</p>	<p>17</p> <p>8:30-11:30 Beginning Computer - Session 2 of 6 (Lab)</p>	<p>18</p>
<p>21</p> <p>8:30 WorkForce Center Orientation: Vocational Rehabilitation Services</p> <p>8:30-10:30 Using Computers in Job Search</p> <p>10:30-11:30 Job Club</p> <p>1:00-3:00 Interviewing Techniques & Skills</p> <p>1:30-3:00 Individual Assistance: Quick Job Search Help</p>	<p>22</p> <p>8:30-11:30 Beginning Computer - Session 3 of 6 (Lab)</p> <p>2:00-4:00 How to Start a Business</p>	<p>23</p> <p>10:30-12:00 Individual Assistance: Quick Job Search Help</p> <p>3:30 WorkForce Center Orientation: Vocational Rehabilitation Services</p>	<p>24</p> <p>8:30-10:30 Beginning Computer - Session 4 of 6 (Lab)</p> <p>9:00-4:00 Creative Job Search</p>	<p>25</p> <p>9:00 –10:30 Make Minnesota Works, Work For You!</p>
<p>28</p> <p>8:30 WorkForce Center Orientation: Vocational Rehabilitation Services</p> <p>8:30-11:00 Beginning Computer - Session 5 of 6 (Lab)</p> <p>10:30-11:30 Job Club</p> <p>1:00-3:00 Create Resumes that Work</p> <p>1:30-3:00 Individual Assistance: Quick Job Search Help</p>	<p>29</p> <p>8:30-11:00 Beginning Computer - Session 6 of 6 (Lab)</p>	<p>30</p> <p>10:30-12:00 Individual Assistance: Quick Job Search Help</p> <p>3:30 WorkForce Center Orientation: Vocational Rehabilitation Services</p>		<p><u>Using Computers in Job Search</u></p> <p>September 14 Word 1 September 21 Word 2</p>