

# July 2006 SKAGIT ACTIVITIES



<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>
<b>3</b>	<b>4</b>  <b>HOLIDAY</b>	<b>5</b> 8:30—11:30 Interviewing Techniques 10:30—N Workforce Preparation Orientation 1:30—4:30 CPP Orientation	<b>6</b> 8:30—11:30 Skills and Abilities 1:30—4:30 Knowing Yourself	<b>7</b> 8:30—11:30 CPP Orientation 10:30 Workforce Prep Program Eligibility
<b>10</b>	<b>11</b> 8:30—11:30 Skills and Abilities 1:30—4:30 Job Market	<b>12</b> 8:30—11:30 Effective Job Search 10:30—N Workforce Preparation Orientation 1:30—4:30 CPP Orientation	<b>13</b> 8:30—11:30 Applications and Résumés 1:00 Job Corps Orientation 1:30—4:30 Interviewing Techniques	<b>14</b> 8:30—11:30 CPP Orientation 10:30 Workforce Prep Program Eligibility
<b>17</b> 1:30—3:30 College Connections	<b>18</b> 8:30—11:30 Applications and Résumés 1:30—4:30 Effective Job Search	<b>19</b> 8:30—11:30 Interviewing Techniques 10:30—N Workforce Preparation Orientation 1:30—4:30 CPP Orientation	<b>20</b> 8:30—11:30 Skills and Abilities 1:30—4:30 Knowing Yourself	<b>21</b> 8:30—11:30 CPP Orientation 10:30 Workforce Prep Program Eligibility
<b>24</b>	<b>25</b> 8:30—11:30 Skills and Abilities 1:30—4:30 Job Market	<b>26</b> 8:30—11:30 Effective Job Search 10:30—N Workforce Preparation Orientation 1:30—4:30 CPP Orientation	<b>27</b> 8:30—11:30 Applications and Résumés 1:30—4:30 Interviewing Techniques	<b>28</b> 8:30—11:30 CPP Orientation 10:30 Workforce Prep Program Eligibility
<b>31</b>	<b>1 (August)</b> 8:30—11:30 Applications and Résumés 1:30—4:30 Effective Job Search	<b>2 (August)</b> 8:30—11:30 Interviewing Techniques 10:30—N Workforce Preparation Orientation 1:30—4:30 CPP Orientation	<b>3 (August)</b> 8:30—11:30 Skills and Abilities 1:30—4:30 Knowing Yourself	<b>4 (August)</b> 8:30—11:30 CPP Orientation 10:30 Workforce Prep Program Eligibility

WorkSource partner organizations are equal opportunity employers and providers of employment and training services.  
Auxiliary aids and services are available upon request to persons with disabilities.

WorkSource Skagit  
2005 E College Way  
Mount Vernon, WA 98273

<http://go2worksource.com>

# Activities Descriptions

## ***Knowing Yourself:***

Job seekers are continually faced with change and choices. Learning “who you are” can affect how you plan, control, and shape your life. Participate in this interactive workshop to gain new and exciting information about yourself. Room 101

## ***Skills & Abilities Analysis:***

Skills and abilities are the building blocks of job success. Learn to identify, demonstrate, and package with confidence the skills and personal qualities today’s employers desire. Please bring an IBM 3½ floppy disk. Room 101/Computer Lab

## ***The Job Market:***

A successful job search is really finding an employer who is looking for someone like you. Learn how to research your labor market, develop networks, and conduct informational interviews. Room 101/Computer Lab

## ***Effective Job Search:***

The changing workplace requires everyone to think differently about what makes a successful job search. Learn the most and least effective strategies for finding employment and conduct an actual job search on the Internet. Room 101/Computer Lab

## ***Applications & Resumes:***

Successful job seekers know what employers want. Learn how to complete, develop resumes, and design cover letters that will attract employers and lead to more interviews. Room 101

## ***Interviewing Techniques:***

Being able to handle an employment interview is a necessity for any job seeker. Learn helpful interviewing tips and practice your interviewing skills in a supportive, realistic environment. Room 101

## **CPP Orientation**

A general orientation to all of the employment and training resources available in Skagit County. Room 101

## **Workforce Preparation Orientation:**

Learn about the programs, services and eligibility requirements related to workforce preparation activities in our area available through the Workforce Investment Act (WIA).

## **Job Corps Orientation**

Learn about eligibility requirements and services available through Job Corps.

## **Job Club**

A group networking/sharing activity for individuals seeking employment. Rotating subjects.

## **College Connections**

This class provides the knowledge you need to map your road to success through adult education programs and community and technical colleges.

## **Electronic Resumes**

Learn how you can benefit from creating an electronic resume, special aspects to consider and how to post on the internet. Requires resume on 3½” disk.