

OCTOBER 2018

FREE !

Job Service Workshops











On Site Recruitments



Use chrome or firefox for your search!
<http://bit.ly/jcwmilw>

Job Center Southeast at UMOS 2701 S. Chase Ave., Milwaukee

Monday	Tuesday	Wednesday	Thursday	Friday
 1 	2 Unemployment Online Claims Help 9:00 am to 11:00 am Interviewing 9:30 am to 11:30 am Ability Profiler Assessment 1:00 pm to 3:00 pm	3 Walk-in Resume Critique 9:30 am to 12:00 pm	4 Choice, Change & Adjustment 1:00 pm to 2:30 pm	5 Unemployment Help Ayuda con desempleo 10:00 am - 12:00 pm 
8 Write an Effective Resume' 1:30 pm to 3:30 pm	9 Unemployment Online Claims Help 9:00 am to 11:00 am	10 Walk-in Resume Critique 9:30 am to 12:00 pm Intro to Computers 9:30 am to 11:30 am 	11 Get Motivated! 10:00 am to 12:00 pm Social Media 1:00pm to 3:00pm 	12 Unemployment Help Ayuda con desempleo 10:00 am - 12:00 pm
15 Effective Job Search Strategies 10:00 am to 11:30 am 	16 Unemployment Online Claims Help 9:00 am to 11:00 am	17 Walk-in Resume Critique 9:30 am to 12:00 pm Pipeline-Resumes & LOE 1:00 pm to 3:00 pm	18 Mature Worker 1:30 pm to 3:30 pm	19 Unemployment Help Ayuda con desempleo 10:00 am - 12:00 pm
22 Write an Effective Resume' 1:30 pm to 3:30 pm	23 Unemployment Online Claims Help 9:00 am to 11:00 am	24 Walk-in Resume Critique 9:30 am to 12:00 pm Intro to Computers 9:30 am to 11:30 am Pipeline-Recidivism Prevention 1:00 pm to 3:00 pm	25 Interviewing 9:30 am to 11:30 am LinkedIn Essentials 1:00 pm to 3:00 pm	26 Unemployment Help Ayuda con desempleo 10:00 am - 12:00 pm 
29 	30 Unemployment Online Claims Help 9:00 am to 11:00 am	31 Walk-in Resume Critique 9:30 am to 12:00 pm 	<p>You <u>Must</u> be registered on http://jobcenterofwisconsin.com Before attending a workshop</p>	

Pre-registration is required. Call 979-9211.

Or complete the form on the other side and return it to a Resource Room staff person.

Information

Call: 445-2005 ask for Jessie
or email
Jessie.booth@dw.dwd.wi.gov

Former Offender Pipeline to Employment Seminars

October 1st-5th and October 8th-12th
9:00am to 12:00pm
THIS IS A TWO WEEK PROGRAM

Location

Job Center Central
4201 N. 27th Street
6th Floor

TapDance !

Test your keyboarding skills Monday thru Friday from 8:00am to 4:00pm

Keyboarding! learn all the keyboard functions with this 30 minute session. 1st & 3rd Thursdays 2pm to 4pm

***DWD is an equal opportunity employer and service provider. If you have a disability and need assistance with this information, please dial 7-1-1 for Wisconsin Relay Service. Please contact the Division of Employment and Training at 888-258-9966 and press 6 to request information in an alternate format, including translated to another language.

<input checked="" type="checkbox"/> Workshops you will attend:	Workshop Descriptions
Ability Profiler 1:00 pm - 3:00 pm <input type="checkbox"/> Tuesday, Oct. 2	Ability Profiler Assessment Workshop can help you learn more about your abilities & see how they compare to those used in careers that interest you. Completion of the Career Cruising Match- maker & My Skills Assessment is a prerequisite. Completing the entire assessment requires 2 hours.
Choice, Change and Adjustment 1:00 pm - 2:30 pm <input type="checkbox"/> Thurs., Oct 4	This introductory workshop presents resources and info for you to increase your self awareness, consider choices and begin the process of Career Exploration and Planning.
Effective Job Search Strategies 10:00am –11:30am <input type="checkbox"/> Mon., Oct. 15	In this course we will ease the stress, of your job search, with proven tips and techniques on how to organize, develop and employ an effective job search. And if you struggle with online job applications, we'll teach you a few tricks about that.
Get Motivated! Your Journey to Success 10:00 am - 12:00 pm <input type="checkbox"/> Thurs., Oct. 11	This interactive and motivational session is aimed at using strategies to help you reach your goals on the journey to success.
Interviewing <input type="checkbox"/> Tues., Oct. 2 9:30 am - 11:30 am <input type="checkbox"/> Thurs., Oct. 25	We will discuss how to prepare and present yourself and your skills to make a great impression. We'll also tackle how to answer tough interview questions.
Interview Stream <u>By appointment only! Call 414-389-6256</u>	Helps job seekers prepare for job interviews by creating a video under no pressure. Also allows for practice to develop their skills while seeing their strengths and challenges.
Intro to Computers <input type="checkbox"/> Wed., Oct.10 9:30 am - 11:30 am <input type="checkbox"/> Wed., Oct. 24	In this hands-on workshop, we'll cover skills such as how to use a mouse and keyboard, basic computer commands and navigating Windows.
Keyboarding Practice Sessions 2pm - 4pm 1st & 3rd Thursdays!!! Come to the Resource Room!	A 30 minute session to help you learn all the keyboard functions using fun & interactive learning games. Also great for increasing your typing speed. Please sign up in the Resource Room!
LinkedIn Essentials 1:00 pm to 3:00 pm <input type="checkbox"/> Thurs., Oct., 25	"Ok, I am on LinkedIn, so now what?" Learn the basics of LinkedIn and how to vastly improve your own LinkedIn account. *This is not a computer-based workshop. You will not create a LinkedIn account.
Mature Workers 1:30 pm to 3:30 pm <input type="checkbox"/> Thurs., Oct., 18	Strategies for mature job-seekers who are over 50 and looking for work, not quite ready to retire, or want a job to supplement their retirement income.
Pipeline (Former Offenders) 3rd & 4th Wednesdays 1:00 pm - 3:00 pm <input type="checkbox"/> 3rd Wed., Oct., 17 <input type="checkbox"/> 4th Wed., Oct., 24	3rd -Learn to overcome gaps in work history & age discrimination. You will work with the facilitator to create a personalized Letters of explanation (LOE) to use when applying for employment . 4th -Increase awareness, discover positive coping skills, bring self-manageability to the participant. Methods to identify problematic thinking, situations; analyzing thinking, develop positive strategies .
Social Media Transforms Job Search 1:30 pm - 3:30 pm <input type="checkbox"/> Thurs., Oct. 11	What is social media and why job seekers must use it as part of any job search strategy. Topics include: how recruiters use it to fill open jobs, main ways to find the "Hidden Job Market," benefits to your job search. Discussions on the differences.
Unemployment Claim Help 9:00 am - 11:00 am Bring your work search! Every Tues. and Fri. (Fri. Espanol)	Need Help with your Unemployment Claims online? We can help! We are offering weekly computer lab sessions to assist you with your initial or weekly UI claims. Report to the Resource Room.
Walk-in Resume' Critique Wednesdays! 9:30 a.m. to noon !	Walk-in Wednesdays from 9 am to noon in the Resource Room . First come, first served. Bring a copy of your resume'.
Write an Effective Resume' 1:30pm–3:30pm <input type="checkbox"/> Mon., Oct. 8 <input type="checkbox"/> Mon. Oct., 22	This resume workshop focuses on the elements, styles, and formatting options for creating a 'Results Driven' effective resume. A RESUME' WILL NOT BE PREPARED in this workshop.

You MUST be registered on jobcenterofwisconsin.com before attending a workshop.



Please check the workshops you are registering for above,
complete this form and return it to a Resource Room Staff Person.
Or just call (414) 979-9211 to register.

JCSE

Name: _____ Phone: () _____

Birth date: _____

Registering for: _____ (workshop) on _____ (date)

Registering for: _____ (workshop) on _____ (date)

How did you hear about our workshops? Please ☒

☐ RESEA ☐ W-2 ☐ FSET ☐ Resource Room ☐ Rapid Response ☐ DVR ☐ Veterans ☐ TAA ☐ Case Manager/FEP:

Sign up for any of the workshops by: calling (414) 979-9211 OR at your local Job Service Office