

MAY 2023 Calendar of Professional Workshops

ALL WORKSHOPS WILL MEET ONLINE VIA ZOOM

Links to join each session will be emailed to registered attendees

Wheaton office: 301-929-6880
Germantown office: 240-406-5485
East County office: 240-777-8412
*Please leave a voicemail, messages are checked daily.

Monday	Tuesday	Wednesday	Thursday	Friday
1 Resume Essentials (JP) 10 a.m.-12 p.m.	2 Surviving Layoff 10am-12pm (DH) Preparing for a Job Interview (JP) 1pm-3pm	3 Mindfulness Workshop (DH) 10am-12pm	4 Changing Careers: New Opportunities, New Future (JP) 10am-12pm Skill-Up Tutorial Link: Metrix Learning https://bit.ly/MetrixTipsThursday -2pm	5 Not a Workshop Skill-Up Friday Free Online Training SkillUp / Metrix Self Directed Program - Register for Access (metrixlearning.com)
8 Resume Essentials (JP) 10 a.m.-12 p.m.	9 Special Guest Speaker: Joshua Harrold Healthcare Career Pathway 11am-12pm	10 How to Write a Cover Letter (DH) 10am-12pm	11 Remote Networking to Success Strategies (JP) 10am-12pm Skill-Up Tutorial Link: Metrix Learning https://bit.ly/MetrixTipsThursday -2pm	12 Mock Interviews (JB/JP) 10 a.m.-12 p.m.
15 Resume Essentials (JP) 10 a.m.-12 p.m.	16 Career Catchers- Communication Leadership Styles 10am-12pm	17 Mindfulness Workshop (DH) 10am-12pm	18 Where do I belong? A look at Diversity, Equity, & Inclusion in the workplace-part I (DH) 10am-12pm Skill-Up Tutorial Link: Metrix Learning https://bit.ly/MetrixTipsThursday -2pm	19 Not a Workshop Skill-Up Friday Free Online Training SkillUp / Metrix Self Directed Program - Register for Access (metrixlearning.com)
22 Resume Essentials (JP) 10 a.m.-12 p.m.	23 Art of Salary Negotiation (DH) 10am-12pm Action Words in your Resume (JP) 1pm-3pm	24 How to Write a Cover Letter (DH) 10am-12pm	25 Job Search Strategies (DH) 10am-12pm Skill-Up Tutorial Link: Metrix Learning https://bit.ly/MetrixTipsThursday -2pm	26 Mock Interviews (JB/JP) 10 a.m.-12 p.m.
29 WSM CLOSED HOLIDAY	30 TBD	31 TBD		

How to Register

- Log in to the website: www.mwejobs.maryland.gov
- Click: Appointment Center > Events Calendar
- Select location and click "filter." Click on a workshop from the calendar
- Scroll down to click on the red button labeled "Register"

No red button? Need more help? Call us!

All sessions will begin promptly at their listed start times, and late entrants will not be admitted after a **15-minute grace period**. Please plan accordingly and contact the office if you need technical assistance. The trainers cannot assist after the start of the session.

WorkSource Montgomery is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.