

IN-PERSON WORKSHOP

NOW CLICKABLE! Click the workshop title to go right to registration!



JANUARY 2025

1430 Dekalb St.
Norristown, PA 19401
Voice: 610-270-3429
TTY: 610-278-5176
Fax 610-270-3998
Hours: 8:30-4:30 M, T, Th, F;
W- 10:30-4:30
www.pacareerlink.pa.gov

Monday	Tuesday	Wednesday	Thursday	Friday
		1 <i>Center Closed</i>	2	3
In-house, Computer Classes, Cost-free! Intensive instruction on Word & Excel. Call the center, ask for Tim	Check out our ONLINE calendar! Registration directions on reverse side. Lots More Workshop		<i>No workshops scheduled</i>	Online Workshops
6	7	8	9	10
Online Workshops	Welcome Aboard 9 – 10:30 AM Active Interviewing Strategies 9:30 – 11 AM Accomplishment Stories 12 – 1 PM Resume Writing – Basics 2 – 3:30 PM	Returning to the Workforce 9:30 – 11 AM How to Use Recruiters to Land Jobs 12 – 1 PM Leveraging AI 4 Job Search Success 2 – 3:30 PM	Welcome Aboard 9 – 10:30 AM	Online Workshops
13	14	15	16	17
Online Workshops	Welcome Aboard 9 – 10:30 AM Navigating PA CareerLink® Website 2 – 3:30 PM	Professionalism & Workplace Etiquette 9:30 – 11 AM Positive Mindset 12 – 1 PM Resume Writing – Basics 2 – 3:30 PM	Welcome Aboard 9 – 10:30 AM LEGAL AID 12:30 – 1:30 PM	Resume Writing – Basics 9:30 – 11 AM Cover Letters & Interview Thank You Letters 12 – 1 PM How to Jump Over the Age Barrier & Land a Job 2 – 3:30 PM
20 <i>Center Closed</i>	21	22	23	24
	Welcome Aboard 9 – 10:30 AM	LinkedIn Basics 9:30 – 11 AM Changing Careers & Transferable Skills 12 – 1 PM 1 – 1 Interviewing Prep 30 min sessions available - search events to book a slot 1:30 – 3:30 PM	Welcome Aboard 9 – 10:30 AM Job Search Strategy 9:30 – 11 AM Job Applications & Keywords Tips 12 – 1 PM Branding & Elevator Speeches 2 – 3:30 PM	Online Workshops
27	28	29	30	31
Online Workshops	Welcome Aboard 9 – 10:30 AM	Online Workshops	Welcome Aboard 9 – 10:30 AM Coping w/ Job-Search Related Stress 9:30 – 11 AM Networking 12 – 1 PM Management Level Interview Tips 2 – 3:30 PM	Online Workshops

*Arrive 20 minutes early

Location: PA CareerLink®, 1430 DeKalb St, Norristown

Garage Parking, mid-block Farnace St–voucher available

12.18.24