

Monday	Tuesday	Wednesday	Thursday	Friday
3	4	5	6	7
Interview Workshop 1:30-3:00	Virtual Interview Workshop 3:00-4:00	Soft Skills Workshop 1:30-3:00	WIC Program Info Session 10 – 11 Resume Workshop 10:30-12:00 Financial Wellness: Savings & Retirement 2 – 3	Presentacion del Programa de WIC (en espanol) 10 – 11 Networking Workshop 10:30-12:00
10	11	12	13	14
Succeeding in the Job Market 11:00 – 12:45 Interview Workshop 1:30-3:00	Fun w/ Microsoft Word 11 – 12:45 Virtual Interview Workshop 3:00-4:00	Fun w/ Microsoft Excel 11 – 12:45 Soft Skills Workshop 1:30-3:00	Skills for Work & Life 10 – 11 Resume Workshop 10:30-12:00 Fun w/ Microsoft Power Point 11 – 12:45 Financial Wellness: Banking and Identity Theft 2 – 3	Networking Workshop 10:30-12:00
17	18	19	20	21
Interview Workshop 1:30-3:00	Virtual Interview Workshop 3:00-4:00	Soft Skills Workshop 1:30-3:00	Resume Workshop 10:30-12:00 Financial Wellness: Budgeting 2 – 3	Networking Workshop 10:30-12:00
24	25	26	27	28
Succeeding in the Job Market 11:00 – 12:45 Interview Workshop 1:30-3:00	Fun w/ Microsoft Word 11 – 12:45 Virtual Interview Workshop 3:00-4:00	Fun w/ Microsoft Excel 11 – 12:45 Soft Skills Workshop 1:30-3:00	Resume Workshop 10:30-12:00 Skills for Work & Life 11 - 12 Fun w/ Microsoft Power Point 11 – 12:45 Financial Wellness: Credit 2 - 3	Networking Workshop 10:30-12:00 Monday, August 31st Interview Workshop 1:30-3:00

Workshop Descriptions and Registration Links

Registering for Workshops: The title of each workshop listed above is an active link. By clicking on it, it will take you to a registration page. You will need to complete the registration form to attend the workshop. Once you complete the form, you will receive a confirmation email. This will include the name, date, and time of your workshop, as well as a link for your workshop. You should save this link on your calendar so you can easily access it the day of the workshop. You will need to register for each workshop you plan to attend. These will be held on Zoom, Skype, or other digital platforms – no account is required, but your internet browser must be compatible with these platforms. Google Chrome, Firefox, Safari, and Explorer are recommended. **For questions or registration issues, contact Brent Balog at brent.balog@clackamasworkforce.org or 503-953-4288.**

WorkSource Oregon Virtual Workshops: These workshops require participants to register at least 12 hours in advance.

Interview Workshop: Are you landing interviews, but the job? Are situational questions keeping you up at night? How do you answer a question about your last employer if you were terminated? Get answers to these questions and more!

Virtual Interviews: Are you ready to take on a virtual interview? Is your lighting, dress, background, voice, and tone ideal for the virtual setting? Do you know what it's like to pre-record your interview questions? Are you adept at moving about in a virtual space? If not, let us help you build skill and confidence for your next virtual interview

Soft Skills: It's been said, "You're hired for your hard skills and fired for your soft skills"—but what is a soft skill and why it is important in finding, and keeping, a great job? In this workshop, we will introduce soft skills, as well as help you discover which of these soft skills are your strengths.

Resumes: Learn techniques and strategies to create or refurbish your resume for industry specific, job tailored, and unique to you uses. Discover tricks that snag the hiring teams attention!

Networking: Branding, an elevator speech and LinkedIn—how will they support your job search? Let us help you discover and navigate the new, virtual networking environment, while reinforcing your in-person networking skills.

Financial Beginnings Workshops: These workshops are facilitated by trained volunteers from local financial institutions.

Understanding Credit: Learn how to build credit through responsible borrowing, including loans and credit cards.

Savings and Retirement: learn about different types of investments/savings and how to best meet your retirement goals

Banking & Identity Theft: Learn how to choose a financial institution and avoid bank fees, scams, and fraud.

Budgeting: Learn how to build a budget with consideration of short/long term goals and income vs. expenses

Financial Beginnings has self-guided webinars and resources for adults, youth, and families [on their website.](#)

Skills for Work & Life: Facilitated by [Clackamas Community College Career Center](#)

Learn the 10 essentials to stand out as a new employee! This workshop is basic training for how to exceed your employer's expectations during your first 90 days on the job. **Note:** Participants will receive an emailed Zoom link **1 day** before the workshop.

For questions or more information, contact Kyle Thomas: kyle.thomas@clackamas.edu

Fun with Microsoft Office: In these workshops you will have fun while learning how to navigate Microsoft's most up-to-date version of Word, Excel, and PowerPoint. Learning a new program does not have to be boring. Let's enjoy learning these skills!

Succeeding in the Job Market: Get help to determine what you want to do next, while developing the skills needed to get there!

For questions or more information, contact April Lambert: letsenjoylife@outlook.com

WIC Program Enrollment Info Sessions: WIC stands for **Women, Infants, and Children** and is a **free** food/nutrition assistance program for caregivers with children aged 5 and younger, provided through Clackamas County. **There are sessions in English and Spanish. For more information, contact Lindsey Castelan: LindseyC@clackamas.us**

8/6/20: ENG Info. Meeting ID: 93580015141

8/13/20 ENG. Meeting ID: 92712718888

8/7/20: En Espanol: Meeting ID: 95200217962

8/14/20: ESP Meeting ID: 96005551658

Clackamas County COVID-19 Resources: <https://www.clackamas.us/coronavirus/resources>

Clackamas County Mental Health Resources: <https://www.clackamas.us/coronavirus/mental-health>

WorkSource Oregon is an equal opportunity program/employer. The following services are available free of cost upon request: Auxiliary aids or services and alternate formats to individuals with disabilities and language assistance to individuals with limited English proficiency. To request these services contact (971) 673-6400. TTY/TDD – dial 7-1-1 toll free relay service. Access free online relay service at: www.sprintrelayonline.com WorkSource Oregon es un programa/empleador que respeta la igualdad de oportunidades. Disponemos de los siguientes servicios a pedido y sin costo: Servicios o ayudas auxiliares, y formatos alternos para personas con discapacidades y asistencia de idiomas para personas con conocimiento limitado del inglés. Para solicitar dichos servicios, contáctese con (971) 673-6400. Marque al 7-1-1 para asistencia gratuita TTY/TDD para personas con dificultades auditivas obtenga acceso gratis en Internet por medio del siguiente sitio: www.sprintrelayonline.com