

2525 Cabot Drive Suite 302 Lisle, Illinois 60532 **Pace Bus Route 722**  Phone: (630) 955-2030 Hours: Monday through Friday

8:00 a.m. to 4:30 p.m.

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TRAINING • CONNECTING • DEVELOPING ILLINOIS' WORKFORCE

# Job Seeker Workshops August 2024

## I WENT TO WORKNET DUPAGE AND ALL I GOT WAS

MY RESUME UPDATED **INTERVIEW HELP** A POLISHED ELEVATOR PITCH JOB LEADS **EMPLOYER CONNECTIONS** NEGOTIATING TIPS A SCHOLARSHIP LINKEDIN CONTACTS A PAID INTERNSHIP COMMUNITY RESOURCES NETWORKING SUPPORT CAREER COUNSELING **OPTIMIZED SOCIAL MEDIA PROFILES INFORMATION ABOUT IN-DEMAND CAREERS** A BOOST IN CONFIDENCE SINCERE SUPPORT

**#WORKNETDUPAGE** 



Virtual event; requires online registration

#### WORKSHOPS AT WORKNET DUPAGE

Sign-up in advance is preferred, but walk-ins welcome if space allows

Open to the public/walk-ins
 Requires Counselor contact/appointment prior to sign-up

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### WORKSHOPS AT OTHER COMMUNITY LOCATIONS

Please note that these workshops are not held at the workNet DuPage Career Center in Lisle; Sign-up requirements may vary.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
For a digital copy of this calendar, which includes links to these events, please visit our website. www.worknetdupage.org/monthly-calendar/ Or scan this QR code with your smart phone			1 <u>College of DuPage: Citizenship Class- Addison Public</u> <u>Library</u> Testing Date, Saturday, 8/17- 9:30am to 1:40pm Class Starts 8/24 To register call (630)942-3697		2	3 <u>Virtual English</u> Conversation Group: <u>Wheaton Public Library</u> 10:00am – 11:00am
4	5	6	7	8	9	10
	<ul> <li>✓ English Conversation Group with Literacy DuPage: Addison Library - Online 2:00pm-3:00pm</li> <li>✓ Drop-in Notary Service: Helen Plum Library, Lombard 4:00pm-6:00pm</li> </ul>	<ul> <li>Microsoft Excel 2016</li> <li>Intermediate- Downers Grove</li> <li>Library 11:00am-12:30pm</li> <li>Money in the Job Search:</li> <li>Addison Library</li> <li>10:00am – 12:00pm</li> </ul>	<ul> <li>English Conversation Group – Naperville Blvd Library 10:00am-11:30am</li> <li>Drop in Technology Help: Oakbrook Library 1:00pm-2:00pm</li> </ul>	<ul> <li>Resume Review: Walk-in, Wheaton Library, Goodwill Workforce Connection</li> <li>9:30am-11:30am</li> <li>ChatGPT: Your Virtual Job Search Companion – Indian</li> <li>Prairie Library</li> <li>10:00am-12:00pm</li> </ul>	<ul> <li>Let's Talk Job Search: Boost your Search with a Positive Mindset</li> <li>9:00am-11:00am</li> <li>MIC Mobile Clinic: Aurora Library, Eola Road Branch</li> <li>9:00am-4:30pm</li> </ul>	↗ Tech one-on-one Help - Glen Ellyn Public Library 10:30am – 11:15am *Multiple Dates & Times – Click link for additional information.
11	12	13	14	15	16	17
	<ul> <li>Building Blocks for a Successful Job Search: Day 1 9:00am – 12:30 pm</li> <li>Why do I Need a Business Plan? Addison Library 6:30pm – 8:00pm</li> </ul>	<ul> <li>Building Blocks for a Successful Job Search:</li> <li>Day 2 9:00am – 12:30 pm</li> <li>ATS and your Resume:</li> <li>Wheaton Public Library</li> <li>7:00pm-8:00pm</li> </ul>	<ul> <li>Cybersecurity for Small Businesses – Nichols Library Naperville</li> <li>6:30pm-8:00pm</li> <li>Accelerated Power Point: Helen Plum Library, Lombard</li> <li>3:00pm-4:00pm</li> </ul>	<ul> <li><u>▲ Free Legal Consultations</u> for Immigrants, Indian Prairie Library 9:00am-11:30am Multiple Times</li> <li><u>▲ Canva Basics - Downers</u> Grove Library 12pm-1:00pm</li> </ul>	Interview Practice:     10:00am – 12:00pm      MIC Mobile Clinic: Carol     Stream Library     12:30pm-4:30pm	↗ In Person ESL Conversation Group, Indian Prairie Library 10:00am-12:00m
18 <u> P Food &amp; Toiletries Drive:</u> <u>Downers Grove Library:</u> All Day Saturday and Sunday <u>Click for list of accepted</u> <u>items.</u>	19 ✓ English Conversation Group – 95 <sup>th</sup> Street Library, Naperville 7:00pm-8:30pm ✓ Drop-in Notary Service: Helen Plum Library, Lombard 4:00pm-6:00pm	20 Virtual: Excel 2016 Pivot Tables- Downers Grove Library 2:00pm-3:00pm Tech Tutoring – 95 <sup>th</sup> Street Library, Naperville 11:00am-1:00pm	21 <u> <sup>A</sup> Unlocking Your Career</u> <u> Potential -Addison Library</u> 7:00pm-8:00pm <u> <sup>A</sup> Virtual Job Club: Age</u> <u> Discrimination &amp; Job</u> <u> Searching - Plainfield Library</u> 12:00pm-1:30pm	22 <u>Intro to Google Slides:</u> <u>Woodridge Library</u> 6:30pm-8:30pm <u>ESL – Zoom, Spanish:</u> <u>Online Webinar, Hosted by</u> <u>Warrenville Library</u> 10:00am-11:00am	23 <sup>(2)</sup> Let's Talk Job Search: Digital Goldmine: Our Top Online Resources 9:00am-11:00am <sup>(2)</sup> Chat GPT for Everyday Life: Peoples Resource Center, Wheaton 10:00am-11:30am	24
25	26	27	28	29	30	31
	Resume Walk-ins – Let us help you with your resume! 9:00am – 12:00pm     Google Drive – Using Docs, Sheets, Slides, and Forms, Wheaton Public Library 6:30pm-8:30pm	<ul> <li>Money in the Job Search: Wheaton Public Library 12:00pm-1:30pm</li> <li>Virtual ESL Conversation Group- Woodridge Library 10:00am-11:30pm</li> </ul>	<ul> <li>Are you LinkedIn? <u>Wheaton Public Library</u> 10:30am-12:00pm</li> <li>Intro to Chromebooks: <u>Learn the basics: Peoples</u> <u>Resource Center, Westmont</u> 10:00am-11:30am</li> </ul>			↗ English Conversation Group (Grupo de Conversación en Inglés) Santorini Library, Aurora 10:30am-12:00pm