

SKILL BUILDER WORKSHOPS

JULY, AUGUST & SEPTEMBER 2019

DATE	TIME	TOPIC	LOCATION
Wednesday, July 17	11:00- 12:00	Resume Development	Big Bend Job Connection Center Community Room
Wednesday, July 31	11:00- 12:00	Mastering the Interview	Big Bend Job Connection Center Community Room
Wednesday, August 7	11:00- 12:00	Job Seeking Techniques	Big Bend Job Connection Center Community Room
Wednesday, August 28	11:00- 12:00	Resume Development	Big Bend Job Connection Center Community Room
Wednesday, September 4	11:00- 12:00	Digital Literacy	Big Bend Job Connection Center Community Room
Wednesday, September 18	11:00- 12:00	Resume Development	Big Bend Job Connection Center Community Room

WORKSHOP DESCRIPTIONS

CAREER EXPLORATION

Gain insights about your interests, skills, and strengths through activities designed to match you with just the right job!

DIGITAL LEARNING

In this self-paced, interactive class, you choose from Computer Basics, PowerPoint, or Excel and receive guidance from an Employment Specialist.

FINANCIAL LITERACY

Learn the basic skills for managing money and get the help you need to create a budget.

MASTERING THE INTERVIEW

Learn how to prepare for and have a successful job interview.

JOB SEEKING TECHNIQUES

A review of basic job search techniques using a variety of sources, including the Internet and networking.

OVERCOMING BARRIERS

Learn how to overcome different barriers to employment such as personal, financial, emotional, physical, criminal, and more.

RESUME AND COVER LETTER WRITING

Learn how to write a winning resume and an attention-getting cover letter.

KALEIDOSCOPE

Learn what it takes to begin or return to higher education or training programs. We cover goal setting, time management, career exploration, and more!



To register for any of our workshops
please call 727-321-7337
or e-mail us at

jobconnection@goodwill-suncoast.com

Riverview Superstore
10739 Big Bend Road, Riverview, FL 33579