



Register: careerforcemn.com/events

February 2019 Workshops, Trainings and Events

Phone: 651-539-4100 CareerForce

540 Fairview Avenue N., Suite 103, Saint Paul, MN 55104

Monday	Tuesday	Wednesday	Thursday	Friday
				8:30 a.m. - 3:30 p.m. Job Search Coaching 1 8:30 a.m. - 4 p.m. Resume Review
8:30 a.m. - 3:30 p.m. Job Search Coaching 4 8:30 a.m. - 4 p.m. Resume Review 9 a.m. - noon Creative Job Search Day 1	8:30 a.m. - 3:30 p.m. Job Search Coaching 5 8:30 a.m. - 4 p.m. Resume Review 9 a.m. - noon Creative Job Search Day 2	8:30 a.m. - 3:30 p.m. Job Search Coaching 6 8:30 a.m. - 4 p.m. Resume Review	8:30 a.m. - 3:30 p.m. Job Search Coaching 7 8:30 a.m. - 4 p.m. Resume Review	8:30 a.m. - 3:30 p.m. Job Search Coaching 8 8:30 a.m. - 4 p.m. Resume Review
8:30 a.m. - 3:30 p.m. Job Search Coaching 11 8:30 a.m. - 4 p.m. Resume Review 9 - 11 a.m. Veteran's Club	8:30 a.m. - 3:30 p.m. Job Search Coaching 12 8:30 a.m. - 4 p.m. Resume Review	8:30 a.m. - 3:30 p.m. Job Search Coaching 13 8:30 a.m. - 4 p.m. Resume Review 9 - 11:30 a.m. Resume - Advanced 9 a.m. - noon Nonprofit Hiring Event	8:30 a.m. - 3:30 p.m. Job Search Coaching 14 8:30 a.m. - 4 p.m. Resume Review 9 - 11:30 a.m. Career Exploration	8:30 a.m. - 3:30 p.m. Job Search Coaching 15 8:30 a.m. - 4 p.m. Resume Review 9 a.m. - 1:30 p.m. New Leaf Workshop
18 Closed for Presidents' Day	8:30 a.m. - 3:30 p.m. Job Search Coaching 19 8:30 a.m. - 4 p.m. Resume Review	8:30 a.m. - 3:30 p.m. Job Search Coaching 20 8:30 a.m. - 4 p.m. Resume Review 9 a.m. - noon Interviewing Skills	8:30 a.m. - 3:30 p.m. Job Search Coaching 21 8:30 a.m. - 4 p.m. Resume Review	8:30 a.m. - 3:30 p.m. Job Search Coaching 22 8:30 a.m. - 4 p.m. Resume Review
8:30 a.m. - 3:30 p.m. Job Search Coaching 25 8:30 a.m. - 4 p.m. Resume Review	8:30 a.m. - 3:30 p.m. Job Search Coaching 26 8:30 a.m. - 4 p.m. Resume Review	8:30 a.m. - 3:30 p.m. Job Search Coaching 27 8:30 a.m. - 4 p.m. Resume Review 9 - 11:30 a.m. LinkedIn for Job Search	8:30 a.m. - 3:30 p.m. Job Search Coaching 28 8:30 a.m. - 4 p.m. Resume Review	8:30 a.m. - 3:30 p.m. Job Search Coaching 8:30 a.m. - 4 p.m. Resume Review

Career Exploration

Thursday, Feb. 14, 9 - 11:30 a.m.

Undecided about your next career? Let us help you define a new path. Assessments and exercises will be used to identify interests, values and personality characteristics. Participants will use outcomes to evaluate career choices.

Registration required.

Creative Job Search, Day 1 & Day 2

Day 1 - Monday, Feb. 4, 9 a.m. - noon

Day 2 - Tuesday, Feb. 5, 9 a.m. - noon

Two-half day creative job search workshops will cover the foundation of a successful job search. Topics include preparing for a search, resume strategies, networking, practice interviews and more.

Registration required.

Interviewing Skills

Wednesday, Feb. 20, 9 a.m. - noon

Find out what to expect in a job interview. Learn how to answer tough questions and how to get feedback on your performance. Come prepared, as if you were attending a real interview.

Registration required.

Job Search Coaching

Monday - Friday, 8:30 a.m. - 3:30 p.m.

During a job search, there are lots of questions every job seeker comes across. This job search coaching opportunity will give you time to meet one-on-one with job service staff to get assistance with your job search questions.

Sign-up online or drop by any time.

LinkedIn for Job Search

Wednesday, Feb. 27, 9 - 11:30 a.m.

Use LinkedIn as a networking tool and enhance your job search! In this workshop, we demonstrate how to access the hidden job market, research employers and jobs, make the right connections and more.

Registration required.

Nonprofit Hiring Event

Wednesday, Feb. 13, 9 a.m. - noon

A great opportunity to meet area employers and Minnesota's service providers in a relaxed networking environment. Bring your resume and your best first impression.

No registration required.

Resume - Advanced

Wednesday, Feb. 13, 9 - 11:30 a.m.

Learn advanced strategies for writing and creating resumes. Learn how to get the most from your resume. This workshop shows you exactly what a resume should state.

Registration required.

Resume Review

Monday - Friday, 8:30 a.m. - 4 p.m.

Take your resume from good to great with help from our team. Bring a copy of your resume and receive customized feedback. Facilitated by Job Service.

Sign-up online or drop by any time.

Veteran's Job Club

Monday, Feb. 11, 9 - 11 a.m.

Veterans: Join the Veteran's Job Club at the Saint Paul CareerForce Center from 9 - 11 a.m, Feb. 11. Connect with other veterans and receive the services you need to get you moving in the right track to employment.

No registration required.

Reasonable Accommodations

Individual with disabilities requiring accommodations should contact 651-539-4100 within three business days of event.

Upon request, the information in this document can be made available in alternate formats for people with disabilities by contacting 651-539-4100.