

Altura April 2019

Monday	Tuesday	Wednesday	Thursday	Friday
1 <input type="checkbox"/> Job Search 8:30–4:00	2 <input type="checkbox"/> Job 2 Career 9:00–12:00 <input type="checkbox"/> Networking 1:00–3:00 <input type="checkbox"/> Job Search 8:30–4:00	3 <input type="checkbox"/> Interview 9:00–11:00 <input type="checkbox"/> Get Prep'D 1:00–3:30 <input type="checkbox"/> Job Search 8:30–4:00	4 <input type="checkbox"/> Resume 9:00–11:00 <input type="checkbox"/> Resume Lab 1:00–3:00 <input type="checkbox"/> Job Search 8:30–4:00	5 <input type="checkbox"/> Job Search 8:30–4:00
8 <input type="checkbox"/> Job Search 8:30–4:00	9 <input type="checkbox"/> Networking 9:00–11:00 <input type="checkbox"/> Salary 1:00–3:00 <input type="checkbox"/> Job Search 8:30–4:00	10 <input type="checkbox"/> Emotional 9:00 –11:00 <input type="checkbox"/> Interview 1:00–3:00 <input type="checkbox"/> Job Search 8:30–4:00	11 <input type="checkbox"/> Resume 9:00–11:00 <input type="checkbox"/> Resume Lab 1:00–3:00 <input type="checkbox"/> Job Search 8:30–4:00	12 <input type="checkbox"/> Job Search 8:30–4:00
15 <input type="checkbox"/> Job Search 8:30–4:00	16 <input type="checkbox"/> Job 2 Career 9:00–12:00 <input type="checkbox"/> Networking 1:00–3:00 <input type="checkbox"/> Job Search 8:30–4:00	17 <input type="checkbox"/> Interview 9:00–11:00 <input type="checkbox"/> Get Prep'D 1:00–3:30 <input type="checkbox"/> Job Search 8:30–4:00	18 <input type="checkbox"/> Resume 9:00–11:00 <input type="checkbox"/> Resume Lab 1:00–3:00 <input type="checkbox"/> Job Search 8:30–4:00	19 <input type="checkbox"/> Job Search 8:30–4:00
22 <input type="checkbox"/> Job Search 8:30–4:00	23 <input type="checkbox"/> Networking 9:00–11:00 <input type="checkbox"/> Salary 1:00–3:00 <input type="checkbox"/> Job Search 8:30–4:00	24 <input type="checkbox"/> Emotional 9:00 –11:00 <input type="checkbox"/> Interview 1:00–3:00 <input type="checkbox"/> Job Search 8:30–4:00	25 <input type="checkbox"/> Resume 9:00–11:00 <input type="checkbox"/> Resume Lab 1:00–3:00 <input type="checkbox"/> Job Search 8:30–4:00	26 <input type="checkbox"/> Job Search 8:30–4:00
29 <input type="checkbox"/> Job Search 8:30–4:00	30 <input type="checkbox"/> Job 2 Career 9:00–12:00 <input type="checkbox"/> Networking 1:00–3:00 <input type="checkbox"/> Job Search 8:30–4:00			Call 303.752.8908 to register: <input type="checkbox"/> Relationships Skills <input type="checkbox"/> Fatherhood <input type="checkbox"/> ABC's of Parenting <input type="checkbox"/> Motherhood Class <input type="checkbox"/> Family Nutrition

Everyone must attend the Resume workshop, and have a resume approved by a facilitator and workforce specialist within the first week of attending job search. Assisted job search will be available after all assigned workshops are completed. This includes access to online applications, mock interviews, career coaching, the ability to attend job fairs, interviews and job related appointments.

Customer Signature: _____

Date: _____

Workforce Specialist Signature: _____

Date: _____

Program Workshops

Jobs 2 Career – You will learn the fundamentals of job search, but also how this can lead to your ideal career! **[EF Job Search Plan]**

Resume – Reviewing effective writing strategies to help resumes stand out and TARGET the position. **[EF Master Application]**

Resume Lab – Open time with a facilitator to develop a working/contemporary resume.

Interview – Reviewing best practices before, during and after interviews. Having discussions on tough interview questions, and tips to answering questions. **[EF Interview Analysis]**

Emotional Intelligence – You'll learn how emotions can greatly improve your job search, work, and relationships with others.

Networking – You'll learn how important it is to reach out to old connections and how to make new connections while looking for a new career.

Salary Negotiations – Once the offer has been made it's your turn to negotiate for better compensation.

Relationship Skills Workshop –register for the workshop that occurs at our **Altura** location on the 3rd Thursday of each month, you can request to be signed up by your counselor or call **303.636.2014**. This workshop is taught by **The Center for Relationship Education** and will cover the most common challenges in all relationships. They review techniques, tips and tricks to improve your relationship management skills using proven results. **Lunch is provided** and a **\$25 gift card** upon completion.

Motherhood – Call **303.752.8908** to register. Meets Friday at 11am–2:30pm for 4 weeks. **Lunch is provided** and a **\$50 gift card**.

Fatherhood Engagement – Call **303.752.8908** to register. Tues. and Thurs. 11am–1:30pm for 3 weeks. **Lunch is provided** and a **\$25 gift card**.

ABC's of Parenting – Call **303.752.8908** to register. Compassionately parenting to resolve issues. **Lunch is provided**.

Get Prep'D – Private workshop for STEP Grant only