


IN- PERSON WORKSHOPS

MAY 2023

1430 Dekalb St.
Norristown, PA 19401
610-270-3429 TTY Dial 711
Fax 610-270-3428
Hours: 8:30 -4:30 M- T, Th- F; W- 10:30-4:30
www.pacareerlink.pa.gov



Monday	Tuesday	Wednesday	Thursday	Friday
1	2	3	4	5
<u>On-line Workshops</u>	<u>WELCOME ABOARD</u> 9 – 10:30 AM	<u>On-line Workshops</u>	<u>RESUME WRITING – Basics</u> 9:30 – 11 AM <u>Job Search Applications, Keyword Tips</u> 12 – 1 PM <u>First Step- Starting a Small Business</u> 12 – 2 PM <u>Job Search Strategies</u> 2 – 3:30 PM	<u>On-line Workshops</u>
8	9	10	11	12
<u>LinkedIn- Basics</u> 9:30 – 11 AM <u>How to Use Recruiters to Land Jobs</u> 12 – 1 PM <u>RESUME WRITING – Basics</u> 2 – 3:30 PM	<u>WELCOME ABOARD</u> 9 – 10:30 AM	<u>RESUME WRITING – Basics</u> 9:30 – 11 AM <u>Cover Letters & Correspondence</u> 12 – 1 PM <u>Job Search Strategies</u> 2 – 3:30 PM	<u>WELCOME ABOARD</u> 9 – 10:30 AM <u>LEGAL AID-</u> misdemeanor expungements 12:30 – 1:30 PM	<u>On-line Workshops</u>
15	16	17	18	19
	<u>WELCOME ABOARD</u> 9 – 10:30 AM <u>How to Jump Over the Age Barrier</u> 9:30 – 11 AM <u>NETWORKING</u> 12 - 1 PM <u>Working Remotely-</u> Tips & Tools 2 – 3:30 PM	<u>On-line Workshops</u>	<u>WELCOME ABOARD</u> 9 – 10:30 AM <u>Navigating PA CareerLink System</u> 2 – 3:30 PM	<u>On-line Workshops</u>
22	23	24	25	26
	<u>WELCOME ABOARD</u> 9 – 10:30 AM <u>Getting Around MontCO</u> 10:30 – 12 PM	<u>On-line Workshops</u>	<u>WELCOME ABOARD</u> 9 – 10:30 AM <u>Stress & Anxiety Management Tools</u> 9:30 – 11 AM <u>Interviewing Strategies</u> 12 – 1 PM <u>Branding/Changing Careers Transferrable Skills</u> 2 – 3:30 PM	<u>On-line Workshops</u>
29 Center Closed	30	31		
 Memorial Observance	<u>WELCOME ABOARD</u> 9 – 10:30 AM	<u>On-line Workshops</u>	<u>Computer Classes</u> Cost-free instruction in Word & Excel available. Call the center & ask 4 Jamie	Lots More Workshops!! Check out our <u>ONLINE</u> calendar! Registration directions on reverse side

* Workshops begin promptly

Location: PA CareerLink, 1430 DeKalb St, Norristown

Garage Parking, mid-block Fornance St –voucher available 4.24.23