



Workshops

No cost workshops open to all job seekers

March 2016

Job Seeking Skills	Date	Time	Location
EMPLOYMENT ESSENTIALS: Learn strategies and tips to develop better job searching skills, skills identification, networking, resumé writing and interviewing skills.	Mar 9, 16, 23, 30 Mar 7, 21 Mar 24 Mar 8, 15	1:00 PM–4:00 PM 9:30 AM–12:00 PM 10:00 AM–12:30 PM 1:00 PM–3:30 PM	Clearfield EC South Davis EC Ogden EC Ogden EC
JOB READINESS CLUB - (THREE PART SERIES) - WEEK 1: Learn and create a powerful resumé to obtain employment.	Mar 1	1:00 PM – 2:00 PM	Bountiful Food Pantry
JOB READINESS CLUB - WEEK 2: Learn tips to help you keep and accelerate in employment.	Mar 8	1:00 PM – 2:00 PM	Bountiful Food Pantry
JOB READINESS CLUB - WEEK 3: Participate in a mock interview, receive feedback and learn skills to accelerate interviewing skills.	Mar 15	1:00 PM – 2:00 PM	Bountiful Food Pantry
EMPLOYMENT READINESS (UDOWD): Learn to identify and overcome barriers, write a powerful resumé, develop networking strategies, interview like a pro and successfully keep a job.	Mar 28	9:00 AM – 2:00 PM	Bountiful Food Pantry
LINKEDIN #1: Learn how to sign up, complete and make your profile effective. We will teach what experts look for in a good profile.	Mar 11	9:00 AM–12:00 PM	South Davis EC
LINKEDIN #2: Learn how to find and connect to others that can help you in your career. Find networking opportunities, get introductions, personal brand management and job search.	Mar 4, 16	9:00 AM–12:00 PM	South Davis EC



Register at jobs.utah.gov or speak with an employment counselor.

Employment Center (EC) Locations:

- ★ Clearfield EC
1290 E. 1450 S.
- ★ Ogden EC
480 27th St.
- ★ South Davis EC
763 W. 700 S.

Bountiful Food Pantry
480 E. 150 N.

Plan to arrive 10–15 minutes before the workshop begins. Workshops *start* at the scheduled time. With respect to customers who arrive on time, *late-comers will be asked to reschedule.*

Workforce Services • jobs.utah.gov

Equal Opportunity Employer/Program Auxiliary aids and services are available upon request to individuals with disabilities by calling 801-526-9240. Individuals with speech or hearing impairments may call the Relay Utah by dialing 711. Spanish Relay Utah: 1-888-346-3162.

continued



Workshops

No cost workshops open to all job seekers

March 2016

continued

Life Skills			
<p>FOOD SENSE: Healthy Eating on a Budget. Learn how to make a food budget last all month long, plan and create a menu, shop from a list, save money on food and eat healthy. Food demonstration provided to learn how to prepare food in an easy, quick and healthy way.</p>	<p>Mar 3, 17, 31</p>	<p>9:00 AM–10:00 AM</p>	<p>South Davis EC</p>



Register at jobs.utah.gov or speak with an employment counselor.

Employment Center (EC) Locations:

- ★ Clearfield EC
1290 E. 1450 S.
- ★ Ogden EC
480 27th St.
- ★ South Davis EC
763 W. 700 S.

Bountiful Food Pantry
480 E. 150 N.

*Plan to arrive 10–15 minutes before the workshop begins. Workshops **start** at the scheduled time. With respect to customers who arrive on time, **late-comers will be asked to reschedule.***

Workforce Services • jobs.utah.gov

Equal Opportunity Employer/Program Auxiliary aids and services are available upon request to individuals with disabilities by calling 801-526-9240. Individuals with speech or hearing impairments may call the Relay Utah by dialing 711. Spanish Relay Utah: 1-888-346-3162.