

November Workshops Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
<p>919.715.0111 www.ncworks.gov</p>  <p>Revised 11.7.17</p>		<p>1 Confidence Focused Interviewing 9:00 am – 12:30 pm Career Assistance Lab 1:00 pm – 3:00 pm **Former Offenders Orientation 2:00 pm – 4:00 pm</p>	<p>2 Creating Stellar Cover Letters 9:00 am – 3:30 pm</p>	<p>3 Work Histories, Applications & Resumes 9:00 am – 12:30 pm Contracts in a Nutshell 12:30 pm – 1:30 pm</p>
6	<p>7 Resume Style and Organization 9:00 am – 12:30 pm ▶ CSI Former Offender– Ready for Work (Day 1) 10:00 am – 12:00 pm Holiday Spending 10:00 am – 11:00 am</p>	<p>8 Confidence Focused Interviewing 9:00 am – 12:30 pm ▶ CSI Former Offender Ready for Work (Day 2) 10:00 am – 12:00 pm Career Assistance Lab 1:00 pm – 3:00 pm Building a Marketing Plan for Your Business Plan 2:00 pm – 4:00 pm</p>	<p>9 Smart Money Management 9:00 am – 2:30 pm Job Club – 1313 New Bern Ave. 3:30 pm – 4:30 pm</p>	10 CENTER CLOSED: VETERAN'S DAY
13	<p>14 Resume Style and Organization 9:00 am – 12:30 pm How to Get the Success You Want (Day 1) 9:00 am – 3:30 pm ▶ CSI Former Offender– Ready for Work (Day 1) 10:00 am – 12:00 pm Escape the Matrix and Pursue Your Entrepreneurial Freedom (Part 1) 10:00 am – 11:30 am Business Writing (Part 1) 1:00 pm – 3:00 pm</p>	<p>15 Confidence Focused Interviewing 9:00 am – 12:30 pm LinkedIn Overview for Job Seekers 9:00 am – 12:30 pm How to Get the Success You Want (Day 2) 9:00 am – 3:30 pm ▶ CSI Former Offender Ready for Work (Day 2) 10:00 am – 12:00 pm Career Assistance Lab 1:00 pm – 3:00 pm</p>	16	17 Networking, Resources & Job Hunting 9:00 am – 12:30 pm
20	<p>21 Business Writing (Part 2) 1:00 pm – 3:00 pm</p>	22	23 CENTER CLOSED: THANKSGIVING HOLIDAY	24 CENTER CLOSED: THANKSGIVING HOLIDAY
<p>27 ▶ CSI Former Offender– PNC Bank 10:00 am – 12:00 pm</p>	<p>28 Resume Style and Organization 9:00 am – 12:30 pm Escape the Matrix and Pursue Your Entrepreneurial Freedom (Part 2) 10:00 am – 11:30 am Making Every Dollar Count (Part 1) 10:00 am – 11:00 am</p>	<p>29 Confidence Focused Interviewing 9:00 am – 1:00 pm Career Assistance Lab 1:00 pm – 3:00 pm</p>	30 Introduction to Entrepreneurship 9:00 am – 10:30 am	