

**NCWorks Career Center**

1830-B Tillery Place

Raleigh, NC 27604

919.715.0111

www.ncworks.gov

# February Workshops Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
			1	2 <b>Work Histories, Applications &amp; Resumes</b> 9:00 am – 12:30 pm
5	6 <b>Resume Style and Organization</b> 9:00 am – 12:30 pm  <b>Escape the Matrix and Pursue Your Entrepreneurial Freedom</b> 10:00 am – 12:00 pm  ▶ <b>CSI Former Offender- Ready for Work (Day 1)</b> 10:00 am – 12:00 pm	7 <b>Confidence Focused Interviewing</b> 9:00 am – 12:30 pm <b>Career Assistance Lab</b> 1:00 pm – 3:00 pm ▶ <b>CSI Former Offender Ready for Work (Day 2)</b> 10:00 am – 12:00 pm <b>**Former Offenders Orientation</b> 2:00 pm – 4:00 pm	8 <b>Job Club –</b> 1313 New Bern Ave. 3:30 pm – 4:30 pm	9
12	13 <b>Resume Style and Organization</b> 9:00 am – 12:30 pm  <b>Credit Repair and Restoration</b> 10:00 am – 11:00 am  ▶ <b>CSI Former Offender- Ready for Work (Day 1)</b> 10:00 am – 12:00 pm	14 <b>Confidence Focused Interviewing</b> 9:00 am – 12:30 pm <b>LinkedIn Overview for Job Seekers</b> 9:00 am – 12:30 pm <b>Career Assistance Lab</b> 1:00 pm – 3:00 pm ▶ <b>CSI Former Offender Ready for Work (Day 2)</b> 10:00 am – 12:00 pm	15 <b>Creating Stellar Cover Letters</b> 9:00 am – 3:30 pm <b>Homebuyers Education</b> 11:00 am – 3:00 pm <b>Grant Writing (Part 2)</b> 1:00 pm – 3:00 pm <b>Vision Board for Your Business</b> 1:00 pm – 3:30 pm	16 <b>Networking, Resources &amp; Job Hunting</b> 9:00 am – 12:30 pm
19	20 <b>Resume Style and Organization</b> 9:00 am – 12:30 pm  ▶ <b>CSI Former Offender- Ready for Work (Day 1)</b> 10:00 am – 12:00 pm	21 <b>Confidence Focused Interviewing</b> 9:00 am – 12:30 pm <b>LinkedIn Job Search Strategies: Beyond the Profile</b> 9:00 am – 12:30 pm <b>Career Assistance Lab</b> 1:00 pm – 3:00 pm ▶ <b>CSI Former Offender Ready for Work (Day 2)</b> 10:00 am – 12:00 pm	22 <b>Smart Money Management</b> 9:00 am – 2:30 pm  <b>Job Club –</b> 1313 New Bern Ave. 3:30 pm – 4:30 pm	23 <b>Business Plan Writing</b> 10:00 am – 1:00 pm
26 ▶ <b>CSI Former Offender- PNC Bank</b> 10:00 am – 12:00 pm  <b>Paying Down Debt</b> 10:00 am – 11:00 am	27 <b>Resume Style and Organization</b> 9:00 am – 12:30 pm	28 <b>Confidence Focused Interviewing</b> 9:00 am – 12:30 pm  <b>Business Networking &amp; Collaborations</b> 10:00 am – 12:00 pm  <b>Career Assistance Lab</b> 1:00 pm – 3:00 pm		