




Monday	Tuesday	Wednesday	Thursday	Friday
3 10:00 AM CalJOBS*	4 10:00 AM Writing a Targeted Resume 10:00 AM Identity Theft 11:15 AM Resume Clinic ♦ 02:00 PM Labor Market Index 03:00 PM State Employment* Santa Barbara	5 09:00 AM  DEPARTMENT of REHABILITATION Representative available until 12 PM 09:30 AM WIOA Orientation ♦ 02:00 PM WIOA Orientation - HYBRID 03:00 PM Impactful Cover Letters	6 09:30 AM TABE Testing - SLO 10:00 AM Acing the Interview	7
10  America's JobCenter Closed in Observation of Columbus Day	11 03:00 PM ETPL - Eligible Training Provider List** 03:00 PM State Employment* Santa Barbara	12 09:30 AM WIOA Orientation ♦	13 09:30 AM TABE Testing - SLO 03:00 PM Acing the Interview	14
17 10:00 AM CalJOBS*	18 10:00 AM Writing a Targeted Resume 11:15 AM Resume Clinic ♦ 02:00 PM Labor Market Index 03:00 PM State Employment* Santa Barbara	19 09:00 AM  DEPARTMENT of REHABILITATION Representative available until 12 PM 09:30 AM WIOA Orientation ♦ 03:00 PM Impactful Cover Letters	20 09:30 AM TABE Testing - SLO 10:00 AM Acing the Interview 01:00 PM Top Skills Employers Look For in 2022	21
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31 10:00 AM CalJOBS*	<b>Mock Interviews</b> are available upon request and are scheduled by your coach. Speak to your coach if you are interested for dates and times.			

Our workshops are available online from your home or at our center. Call (805) 439-2557 or email [abarrera@eckerd.org](mailto:abarrera@eckerd.org) for the web link and instructions. We use the **Microsoft Teams** platform for virtual workshops. Please download the free app in order to fully participate in these events. We are located at **3450 Broad St, Suite 103A, SLO, CA 93401**.



This WIOA Title I - Financially assisted activity is an equal opportunity employer/ program. Auxiliary aids and services are available upon request to individuals with disabilities. California Relay Service (CRS) 711 or 1-800-735-2922 (English) or 1-800-855-3000 (Spanish).

## Workshops Being Offered at The Center or Virtually

### Acing the Interview

Learn how to stand out in the interview including but not limited to: Researching your future employer, what to wear, when to arrive, what to say and not to say, virtual interviewing tips, answering difficult questions, taboo subjects, and closing the deal.

### Eligible Training Provider List

Interested in training? Watch a live demo on how to navigate the Eligible Training Providers List on [cajobs.ca.gov](http://cajobs.ca.gov) website.

### Top Skills Employers Look For in 2022

Listen to employers representing various industries and discuss the inside scoop on their hiring process and their views on: Resumes, Cover Letters, Applications, Interviewing and much more!

### Impactful Cover Letters

Learn the benefits of and how to write an impactful cover letter. We will show you the easy layout and how to individualize for each application.

### Labor Market Index

The labor market, also known as the job market, refers to the supply of and demand for labor, in which employees provide the supply and employers provide the demand. Topics on labor market growth projections and career exploration resources for San Luis Obispo County.

### Mock Interviews\* WIOA Enroll ONLY

A mock interview is a simulation interview with one or more career professionals to help you prepare for future employment interview opportunities.

**NOTE:** [Mock Interviews](#) are available upon request and are scheduled by your coach. Speak to your coach if you are interested for dates and times.

### Resume Clinic ◆ Must first attend the "Writing a Target Resume" workshop

For all enrolled WIOA clients- how to build your resume using resume writing software. In-person only- must have attended Resume Workshop as a prerequisite. Space is limited.

### Writing a Target Resume

Enhance your resume and show yourself as the best candidate for the position. Learn the fundamentals of resume writing- the dos and don'ts and what resume format style may be best for you! This is a 30–45-minute workshop.