October 2017 – WORKSHOP SCHEDULE

WEEK 1 | Oct 2 – Oct 6

Oct 2 - MONDAY - 10:00 am - 11:00 am | RESUME WRITING WORKSHOP
Is your resume getting you the interview? Learn tips and strategies that will help you write a strong resume.

Oct 4 - WEDNESDAY - 9:30 am – 10:30 am | CAREER CONNECTION
Local employers provide insight on employment and interview questions. Networking to follow panel discussion

Oct 4 - WEDNESDAY - 11:00 am – 12:00 pm | LINKED IN WORKSHOP
Online networking? Are you tapped into your potential?

Oct 5 - THURSDAY – 10:00 am – 12:00 pm | WORKPLACE EXCELLENCE SERIES - TRANSITIONABILITY
Learn how to make a smooth transition to a new employer

WEEK 2 | Oct 9 – Oct 13

OCT 9 - MONDAY - 10:00 am - 11:00 am | RESUME WRITING WORKSHOP
Is your resume getting you the interview? Learn tips and strategies that will help you write a strong resume.

OCT 11 - WEDNESDAY - 9:30 am – 10:30 am | CAREER CONNECTION
Local employers provide insight on employment and interview questions. Networking to follow panel discussion

OCT 11 - WEDNESDAY - 11:00 am – 12:00 pm | JOB SEARCH STRATEGIES
Are you using the most effective job searching methods?

OCT 12 - THURSDAY - 10:00 am – 12:00 pm | WORKPLACE EXCELLENCE SERIES - WORKABILITY
Realities and expectations in today’s workplace

WEEK 3 | Oct 16 – Oct 20

OCT 16 - MONDAY - 10:00 am – 11:00 am | RESUME WRITING WORKSHOP
Is your resume getting you the interview? Learn tips and strategies that will help you write a strong resume.

OCT 18 - WEDNESDAY - 9:30 am – 10:30 am | CAREER CONNECTION
Local employers provide insight on employment and interview questions. Networking to follow panel discussion

OCT 18 - WEDNESDAY - 11:00 am – 12:00 pm | INTERVIEWING WORKSHOP
How to prepare for all stages – before, during, after – of the interview process

OCT 19 - THURSDAY - 1:00 pm – 3:00 pm | EMPLOYER FORUM
A panel of industry experts answer questions and provide helpful tips. Check-in and networking begins at 12:30 p.m.

WEEK 4 | Oct 23 – Oct 27

OCT 16 - MONDAY - 10:00 am – 11:00 am | RESUME WRITING WORKSHOP
Is your resume getting you the interview? Learn tips and strategies that will help you write a strong resume.

OCT 25 - WEDNESDAY - 9:30 am – 10:30 am | CAREER CONNECTION EMPLOYER PANEL
Local employers provide insight on employment and interview questions. Networking to follow panel discussion

OCT 25 - WEDNESDAY - 11:00 am – 12:00 pm | SALARY NEGOTIATION WORKSHOP
Making $$$ and Sense!

OCT 26 - THURSDAY - 10:00 am – 12:00 pm | DIGITAL RESUME
Perfecting your digital resume

WEEK 5 | Oct 30

OCT 30 - MONDAY - 10:00 am – 11:00 am | RESUME WRITING WORKSHOP

For additional information, or to view calendars for our other locations, visit www.ncacworkforce.org. Funded in part by the Tennessee Department of Labor and Workforce Development, Nashville Career Advancement Center is an equal opportunity employer/program.
Auxiliary aids and services will be provided upon request to persons with disabilities. Coni Caudle, 615- 862-8890, TTY 1-800-848-0298.