

## **JOB SEARCH WORKSHOPS, SEMINARS, AND CLASSES**

### **St. Louis County Missouri Career Center Job Search Workshops**

Three-hour workshops will be offered to the general public free of charge throughout the month at various Missouri Career Centers located throughout St. Louis County. Workshop topics include:

- |                               |                                    |
|-------------------------------|------------------------------------|
| • <b>Career Exploration</b>   | • <b>Basic Computer Skills</b>     |
| • <b>Resume Preparation</b>   | • <b>Online Application Skills</b> |
| • <b>Interview Process</b>    | • <b>Career Success</b>            |
| • <b>Career Networking</b>    | • <b>Managing a Budget</b>         |
| • <b>Job Search Documents</b> |                                    |

Locations and phone numbers for these workshops are:

**North Oaks Missouri Career Center** (26 North Oaks Plaza, 314/381-6700)

**Florissant North County Service Center** (4040 Seven Hills Dr., 314/877-3010)

**Deer Creek Missouri Career Center** (3256 Laclede Station Rd., 314/877-0001)

**Regional Collaboration Center** (130 Larkin Williams Industrial Court, Fenton, MO 63026)

For specific dates, times, and locations for a workshop contact any of the centers listed above.

### **St. Charles County Missouri Career Center Job Search Workshops**

St. Charles County Missouri Career Center (212 Turner Blvd., St. Peters, MO)

Hosts free job search workshops throughout the month on several topics

For more information on these workshops call 636/278-1360 or go to [www.stcharlesworks.com/](http://www.stcharlesworks.com/)

### **St. Louis County Library offers FREE Computer Classes and Job Search Workshops**

Free computer classes are offered at many branches throughout the St. Louis County Library system. Participants are required to register up to 28 days in advance for a class prior to attending. To register contact your local St. Louis County Library branch. For more information about upcoming computer classes call 314/994-3300 or go to [www.slcl.org/events/](http://www.slcl.org/events/).

### **St. Louis Community College 21<sup>st</sup> Century Professional Development**

St. Louis Community College is offering a series of FREE podcasts dealing with unemployment and job search issues.

This series of free weekly podcasts addresses important workplace topics that will give you a clearer understanding of the information, skills and resources you'll need to successfully navigate today's complex business and employment environment. To access the podcasts go to <http://www.stlcc.edu/Podcasts/business-training/>

For more information contact Kathie at [kchambers@stlcc.edu](mailto:kchambers@stlcc.edu)

#### December 1, 2010 (weekly)

##### **Weekly Job Search Workshops/Presentations**

Urban League of Metropolitan St. Louis (8960 Jennings Station Road, 63136)

11am – 1pm (weekly workshops held on Wednesdays)

No cost to attend

12/1 Online/Manual Applications

12/8 Marketing Yourself/Dress for Success

12/15 Resume Writing/Coaching

12/22 Interview Skills

For more information contact Hollis Scales at 314/388-9840

#### December 2, 2010

##### **SLATE Missouri Career Center Services Overview**

12<sup>th</sup> and Park recreation Center (1410 S. Tucker, St. Louis, MO 63104)

10am – Noon

No cost to attend

For more information call 314/589-8000

#### December 2 and 16, 2010

##### **Career Workshops**

LDS Employment Center (12843 Pennridge Dr., Bridgeton, MO 63044)

Career Workshops covers applications, resumes, interviewing skills, networking, job coaches, and more

8:45am – 4:15pm (usually 1<sup>st</sup> and 3<sup>rd</sup> Thursday each month)

No cost to attend

For more information on registering call 314/344-0050

#### December 3, 2010 (weekly)

##### **Career Café: Job Search and Career Transition Seminar Series**

Staffing Solutions (8012 Bonhomme Ave., Suite 200, Clayton, MO 63105)

A series of seminars, presentations, panels and informal chats, led by community leaders and HR professionals committed to helping you discover the tools and strategies for a successful job search and career transition

All seminars will be from 10:00-11:30

For more information go to [www.StaffingSolutionsInc.com](http://www.StaffingSolutionsInc.com)

December 7 – 9, 2010

**Competitive Edge Employment Readiness Workshop**

Career Action Agency of St. Louis County (2709 Woodson Rd., Overland, MO)

To register or for more information go to [www.caastlc.org](http://www.caastlc.org) or call 314/446-4431

December 8, 2010

**BounceBack STL Workshop: Technology, Tenacity, and Leaps of Faith**

REJIS (4255 West Pine Blvd., St. Louis, MO 63108)

For more information or to register by 12/6 go to [www.bouncebackstl.org](http://www.bouncebackstl.org)

December 13 - 17, 2010

**Job Search Workshop Series**

Arnold Missouri Career Center (3675 West Outer Rd., Arnold, MO 63010)

FREE workshops covering topics including Career Exploration, Transferable Skills, Networking, Resources, Applications, Resumes, Interviewing Skills, and more

9am – Noon (typically held the 4<sup>th</sup> week of each month)

For more information on registering call Allen Turner at 636/287-8909

December 15, 2010

**CEN Job Search Workshop: Interviewing Skills**

Speaker: Julie Soffner, LMC Consulting ([lmc.consulting@hotmail.com](mailto:lmc.consulting@hotmail.com))

Holy Infant Parish School, Upper Cafeteria (527 Dennison Road, Ballwin, MO 63021)

7pm - 9pm

No cost to attend

For more information go to [www.catholicemploymentnetwork.org](http://www.catholicemploymentnetwork.org)

December 21 – 23, 2010

**Competitive Edge Employment Readiness Workshop**

Career Action Agency of St. Louis County (2709 Woodson Rd., Overland, MO)

To register or for more information go to [www.caastlc.org](http://www.caastlc.org) or call 314/446-4431