



ALL CAREER CENTERS EVENT CALENDAR APRIL 2023



Code for Centers ()	Monday	Tuesday	Wednesday	Thursday	Friday
(E) Elmira Career Center Workshops (607) 733-7131					1
(M) Montour Center Workshops (607) 535-6840					
(B) Bath Career Center Workshops (607) 776-7712	3	4 (V) How to Get Funded for Training 1:30 – 2:30	5 (E) Confidence 1:00 - 2:00	6 (E) Basic Computer Skills 1:30 – 2:30	7 (V) How to Get Funded for Training 11:00 – 12:00
(H) Hornell Career Center Workshops (607) 324-8388					
(V) Virtual Workshops info@csswfny.com	10 (E) Drop-in Resume Review Clinic 1:00 – 3:00	11 *Hammondsport Job Fair 3:00 – 7:00	12 (E) Dress for Success 1:00 - 2:00 (M) Basic Computer Skills 2:00 – 3:00	13	14 (E) Targeting Your Resume For the Job Fair 10:00 – 11:00
To register call the Career Center hosting the workshop or email info@csswfny.com Space is limited					
***Upcoming Job Fairs: ST Virtual Career Fair 3rd Thursday of each month Register: https://nysdolvirtual3.easyvirtulafair.com	17	18 (V) How to Get Funded for Training 11:00 – 12:00	19 (E) Job Fair Seminar 1:00 - 2:00	20 **Corning Community College Job Fair 11:00 – 2:00 ***) ST Virtual Career Fair 11:00 - 2:00	21 (B) Basic Computer Skills 1:30 – 2:30
	24 (V) How to Get Funded for Training 4:00 – 5:00	25	26 (E) Virtual Job Fair 1:00 – 2:00	27 (V) Basic Resume 1:30 – 2:30	28 (H) Basic Computer Skills 1:30 – 2:30
			Equal Opportunity Employer/Program— Auxiliary aids and services are available upon request to individuals with disabilities.		

WORKSHOP DESCRIPTIONS

Basic Computer Skills - Need help with basic computer skills for your job search? This in person workshop will allow you to learn from your level what you want or need to learn at your level and your pace.

How to Get Funded for Training - The event will give an overview of how to access funding for training, discuss the requirements to access the funds, and go over what is needed to begin the process.

Basic Resume - A workshop to learn the different layouts for resumes, why and when to use each one. It will explore the different parts required for an effective resume.

Confidence – Confidence can affect both your personal and your professional life. This workshop touches on the keys to confidence building including following the 5 P's...Positive Thinking, Practice, Presentation, Posture, and Purpose.

Dress for Success - Presenting yourself in an interview, to pick up an application or even drop off a resume. This workshop gives you assistance with dressing for success. What is appropriate for an interview at a Construction site isn't what you would wear to an interview for a Receptionist position.

Targeting Your Resume for the Job Fair - What are targeted resumes, and why should job seekers use them? We will discuss specifically how to target your resume for the upcoming job fair. Learn why and how you should tailor and target your resume for the position you really want!

Drop-in Resume Review Clinic – Drop in to have your resume reviewed.

Job Fair Seminar - The job fair seminar will prepare customers for the upcoming regional job fair. Educating them on the benefits of attending a job fair, how to prepare, and what to bring. Customers will gain a better understanding of what to expect at a job fair; from arrival, to navigating the job fair, to interacting with employers. We will cover appropriate dress, hygiene, and overall appearance. We will talk about how you can make the best first impression and how to prepare for some common questions to avoid being caught off guard. Last, we will discuss what to do after the job fair and the next steps.

Virtual Job Fair - In today's digital world, Virtual Job/Career Fairs are going to be the way of the future. This workshop is a basic overview of what to expect with a Virtual Job/Career Fair. Offers some tips and tricks to be successful in this new online platform.

***Hammondspport Job Fair** – This job fair is an in-person event at the Hammondspport Chamber of Commerce from 3:00 to 7:00.

****Corning Community College Regional Job Fair** – This is an in-person event at the Spencer Hill Campus Gymnasium from 11:00 to 2:00.