

**ALL CAREER CENTERS**  
**EVENT CALENDAR**  
**MAY 2025**

Code for Centers ( )	Monday	Tuesday	Wednesday	Thursday	Friday
(E) Elmira Career Center Workshops (607) 733-7131  (M) Montour Center Workshops (607) 535-6840  (B) Bath Career Center Workshops (607) 776-7712  (H) Hornell Career Center Workshops (607) 324-8388  (V) Virtual Workshops <a href="mailto:info@csswfny.com">info@csswfny.com</a>  To register call the Career Center hosting the workshop or email <a href="mailto:info@csswfny.com">info@csswfny.com</a> Space is limited				<b>1</b>	
	<b>5</b>	<b>6</b>	<b>7</b> (E) Identifying and Overcoming Barriers 1:00 – 2:00	<b>8</b>	<b>9</b>
	<b>12</b>	<b>13</b> (V) How to Get Funded for Training 1:00 – 2:00	<b>14</b> (E) Resumes and Their Cover Letter Companions 1:00 – 2:00	<b>15</b> (***) ST Virtual Career Fair 11:00 - 2:00	<b>16</b>
(***) STVirtual Career Fair  Register:  <a href="https://nysdolvirtual3.easyvirtualfair.com/user/register/step1">https://nysdolvirtual3.easyvirtualfair.com/user/register/step1</a>	<b>19</b> (H) Basic Computer Skills 10:30 – 11:30	<b>20</b>	<b>21</b> (E) Transferable Skills 1:00 – 2:00	<b>22</b>	<b>23</b>
	<b>26</b>  ALL CAREER CENTERS CLOSED	<b>27</b>	<b>28</b> (E) Soft Skills Development 1:00 – 2:00	<b>29</b> (M) First 90 Days 10:30 – 11:30 (V) How to Get Funded for Training 3:00 – 4:00	<b>30</b>
			Equal Opportunity Employer/Program— <i>Auxiliary aids and services are available upon request to individuals with disabilities.</i>		

## **WORKSHOP DESCRIPTIONS**

**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.

**Identifying and Overcoming Barriers** - This workshop explores the different hurdles one may face when entering the job market, obstacles that may hinder progress towards attaining full-time employment. Through collaborative strategizing, various methods to overcome personal and environmental barriers are developed and discussed.

**Resumes and their Cover Letter Companions** – A workshop to learn the different layouts for resumes, why and when to use each one. We will explore the different parts required for an effective resume. Cover letters are still valuable in today's workplace. Learn the basics of a cover letter to better prepare the application process.

**Transferable Skills** - This workshop will help focus on the following topics: What is the difference between hard and transferable skills? What is a skill set? How to apply your various skills to new employment opportunities.

**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.

**Soft Skills Development** – There are many types of skills. The workshop focuses on the three main types of skills to consider when transferring your skills to another occupation or industry: Personal Skills, Jobs Specific Skills and Transferrable Skills.

**First 90 Days** - This workshop will help focus on the following topics: How to not lose your job in 90 days. The top reasons that employees lose their job in the first 90 Days.