



CALENDAR OF EVENTS

March
2017

Programs marked with ♦ are open to non-members for a fee of \$20
Networking sessions marked with 🧑 are open to the public for no charge

1st WED 1:00 PM "JOB SEARCH ROUNDTABLE" CRC Members Only

Facilitated by: Keith Smiley, CRC Advisor, former IT Director, Abbott

Explore effective job search strategies during this informal small group session. Bring your questions and issues.

7th TUE 6:30 PM "EXPAND YOUR CONNECTIONS" 🧑

Facilitated by: David Rubin, Owner, Suited To You

Reframe your thinking about what networking is all about. "Show up" and you might be surprised to find the information and connections you are looking for while helping others. Bring your business cards and handbills.

8th WED 1:30 PM "THE TIME IN BETWEEN" CRC Members Only; Registration Required

Presented by: Pam Bretthauer, Licensed Clinical Professional Counselor

Employment transitions are rarely easy. Leaving behind the comfort of the old and moving towards the uncertainty of the new often makes us uneasy and can cause significant stress. Learn how to navigate this challenging season.

9th THUR 10:00 AM-Noon "LINKEDIN – Building the Profile" ♦ Registration Required; Bring your laptop or tablet

Presented by: Ernie Katko, U-Connect, Social Media Consultant and LinkedIn Trainer

LinkedIn is an essential tool in today's job market. It is used not only by job seekers but by recruiters and employers seeking candidates for positions as well. Learn the important elements of building your profile and making LinkedIn a more friendly social media platform.

15th WED 1:00-3:00 PM "NEW PHASE, NEW YOU" ♦

*Presented by: Susan Fignar, President, Pur*Sue Inc.*

Are you in a season of change? Whatever change you are experiencing, it might be time for a "tune-up." This is a chance to break out of the mindset and patterns you have been comfortable with and start to prepare for a new and enhanced YOU. You'll be amazed by the positive changes you can experience in as little as 90 days.

17th FRI 10:00 AM-Noon "LINKEDIN – Steps Beyond the Profile" ♦ Registration Required; Bring your laptop or tablet

Presented by: Ernie Katko, U-Connect, Social Media Consultant and LinkedIn Trainer

You've created your dynamic LinkedIn profile but now what? Learn what else LinkedIn has to offer from finding connections to building your network and personal brand. In this interactive workshop, you'll also discover steps to elevate the visibility of your profile and get noticed by employers and recruiters.

20th MON 1:30 PM "REFRAME YOUR TRANSITION" ♦

Presented by: Catherine Morgan, Transition and Entrepreneur Coach

Are you in a position where you have to make a change? Forced transitions are difficult and it is easy to feel stuck or overwhelmed. But transitions can also be an opportunity to evaluate your situation and to focus on starting over. You will come away with some "quick hits" to build confidence, accountability and momentum.

21st TUE 6:30 PM "3 STEPS TO YOUR BEST JOB EVER" ♦

Presented by: Steven Steinfeld, Career and Job Search Coach, Speaker and Author

Steven's 3 steps to success are Discovery, Preparation and Action. Join us to find out how this process can improve your results. Don't miss this exciting speaker on a topic that is key to conducting a successful job search.

23rd THUR 10:15 AM "BEATING THE ROBOTS – How to get your Resume past the ATS" ♦

Presented by: Lauren Milligan, CEO & Founder of ResuMAYDAY

You've got all the right skills and a great resume with a list of accolades and accomplishments. Yet chances are, no human will ever lay eyes on your resume. This session will give you a better understanding of how applicant tracking systems work and what you can do to make sure your resume gets into a human's hands.

Hours: M W TH 9:30 am - 4:30 pm
TU 4:00 - 9:00 pm
F 9:30 am - 12:30 pm



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Your Job Search Partner

Affordable – Individualized – Results Focused

Career Resource Center, Inc.® is the proven confidence-building, employment resource featuring individualized attention, education, training, and coaching by industry professionals. **Results-focused, CRC has assisted more than 12,500 job candidates during its 27 year history, with a success rate averaging 80%.** Our strength is in energizing and empowering job seekers and helping candidates navigate the process with relevant, proven job search strategies. Our professionals focus on helping job candidates **optimize their search efforts and maximize their results.** Modest fees are possible as this 501(c)(3) nonprofit is supported by donors and volunteers.

Services

Job Search Coaching Sessions: Private, confidential sessions on identifying and articulating strengths, determining focus, search strategies and tactics; plus coaching throughout your search.

Interview Preparation: Private sessions prepare candidates for interviews: plus mock interviews that may be digitally recorded and critiqued.

Job Search Strategies Roundtables: Informal small group sessions facilitated by CRC advisor.

Microsoft Office Tutoring: Individual consultation on MS Office applications.

Education & Training Programs: Professionals share their expertise with the goal of helping individuals enhance their professional toolkit and gain the knowledge and skills critical for conducting a successful job campaign.

Online Job & Research Specialist: Individual assistance on identifying effective job search websites, researching businesses, finding job opportunities, completing online applications, and more.

Networking Sessions: Outside professionals facilitate an animated exchange of information between participants. *Open to the public at no charge. Bring resumes, business cards, and handbills.*

Resources

Office Away From Home: Wi-Fi along with 5 computer workstations, 3 desks with laptop hook-ups, phones, printer, copier, and paper.

Reference Library: Employment directories, guides, newspapers, etc.

Online Employer Database: ReferenceUSA™ a premier reference tool offering access to a proprietary database of 24 million U.S. businesses.

CRC LinkedIn Group: Engage in dialog regarding job search, expand connections, gather information, and receive job postings.

Jan Cline Leahy...Executive Director			
<i>Kelly Clark...Manager-Member Services, Volunteers, Outreach & Office</i>			
<i>Linda Bucher...Development Coordinator/Projects</i>			
<i>Jacqueline Lancioni...Communications and Publicity Coordinator</i>			
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<i>Hugh Mazza</i>	<i>Brent White</i>	<i>Margaret Dastur</i>	<i>Lauren Osmanski</i>
<i>Don Nemerov</i>	<i>Art Wilde</i>	<i>Greg DeGreef</i>	<i>Doug Pitchford</i>
		<i>Meinhard Gerdes</i>	<i>Bob Schafer</i>
		<i>Linda Gittel</i>	<i>Gail Spiel</i>
		<i>Jerry Hansberger</i>	<i>Lauren Szwiec</i>

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