



# CALENDAR OF EVENTS

May  
**2017**  
(closed 5/29)

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

**2nd TUE 6:15 PM "HOW TO CREATE A RESUME THAT ROCKS" ♦**

*Presented by: Jan Leahy, Executive Director, Career Resource Center, Inc.*

Writing a resume can be a daunting task. Your resume is more than just words on a page. It is an advertisement for you that markets your skills and highlights your accomplishments. Jan will offer a framework for identifying your unique talents and then focus on the essential elements of a resume.

**3rd WED 9:30 AM-Noon "FIND YOUR CAREER FIT" ♦ Registration Required \$10 for CRC Members/\$30 non-members**

*Presented by: Barbara Annin, PhD, Executive and Career Coach*

Unsure about what to do? The Strong Interest Inventory is one of the most widely respected and frequently used career planning tools and provides individuals with information regarding the types of careers that will offer them the most satisfaction and potentially rewarding work environments.

**10th WED 10:15 AM "MANAGING YOUR UNSTRUCTURED LIFE" ♦**

*Presented by: Bill Schrack, Executive Transition Coach and Franchise Business Consultant*

Individuals between successes often struggle with how to frame their newly unstructured life. Bill will address the key elements of structuring a daily routine and help participants build a schedule that will improve their success.

**12th FRI 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.

**18th THUR 10:15 AM "INTERVIEWING YOUR INNER SELF" ♦**

*Presented by: Cindy Dove, Founder of Purposed Lives*

Understanding your own personal communication style, or life energy, can help your job search in many ways. During this interactive and enlightening program you will learn to recognize all three styles, discover the strength of your own style and to relate more effectively with everyone.

**19th 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.

**23rd TUE 6:15 PM "FINANCIAL SURVIVAL DURING CAREER TRANSITION" ♦**

*Presented by: Mar Sue Durrbeck, RFC, Financial Consultant and Founder of Durrbeck Financial Group*

One of the most stressful elements of career change is money. How long will my money last, will I be able to replicate my current earnings in a new job, and what financial decisions do I need to make now? This program will help you learn to live within the financial resources you have and help answer the questions you may be worrying about.

**24th WED 10:15 AM "PERFECT YOUR PITCH" ♦**

*Presented by: Lauren Milligan, CEO & Founder of ResuMAYDAY*

All job seekers need a compelling pitch to tell potential employers and recruiters about themselves. Being able to communicate who you are quickly and effectively will ensure that you get your most important points across.

**30th TUE 7:00 PM "EXPAND YOUR CONNECTIONS" 🧑**

*Facilitated by: Michael Gallego, Financial Advisor with Morgan Stanley*

Reframe your thinking about networking. "Show up" and you might be surprised to find the information and connections you are looking for while helping others.

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.

<b>Jan Cline Leahy...Executive Director</b>			
<i>Kelly Clark...Manager-Member Services, Volunteers, Outreach &amp; Office</i>			
<i>Linda Bucher...Development Coordinator/Projects</i>			
<i>Jacqueline Lancioni...Communications and Publicity Coordinator</i>			
<b>Advisors</b>		<b>Support Staff</b>	
<i>Mary Beth Barrett-Newman</i>	<i>David O'Brien</i>	<i>ANmar Amdeen</i>	<i>Li Hwang</i>
<i>Jack Bigelow</i>	<i>Jim Rogers</i>	<i>Bobbi Brenner</i>	<i>Jim Johnstone</i>
<i>Marla Gottschalk</i>	<i>Keith Smiley</i>	<i>Joan Cameron</i>	<i>Ralph Kowski</i>
<i>Charles Gurian</i>	<i>Marshall Smith</i>	<i>Kirsten Caspersen</i>	<i>Pam Leach</i>
<i>Norma Hoaglund</i>	<i>Ron Taylor</i>	<i>Laura Cunningham</i>	<i>Peter Lee</i>
<i>Melissa Jensen</i>	<i>Sue Thomas</i>	<i>Janice Dastur</i>	<i>Theresa Lin</i>
<i>Rich Jones</i>	<i>Brent White</i>	<i>Margaret Dastur</i>	<i>Lauren Osmanski</i>
<i>Hugh Mazza</i>	<i>Art Wilde</i>	<i>Greg DeGreef</i>	<i>Doug Pitchford</i>
<i>Don Nemerov</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>
		<i>Helen Ho</i>	

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