

# Feb 2024



## Job Connection Center – Madison JCC

## Calendar of Events

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
					<b>RESOURCE TABLE</b> <u>TIME:</u> 1:00-3:00 PM <u>LOCATION:</u> Goodwill Store 2600 W Sylvania Ave., Toledo	
4	5	6	7	8	9	10
		<b>BASIC COMPUTER SKILLS</b> <u>TIME:</u> 10:00-11:00 AM <u>LOCATION:</u> Madison JCC 1120 Madison Ave., Toledo		<b>RESUME WORKSHOP</b> <u>TIME:</u> 10:00-11:00 AM <u>LOCATION:</u> Madison JCC 1120 Madison Ave., Toledo		
11	12	13	14	15	16	17
			<b>APPLICATION TIPS</b> <u>TIME:</u> 10:00-11:00 AM <u>LOCATION:</u> Madison JCC 1120 Madison Ave., Toledo		<b>INTERVIEW SKILLS</b> <u>TIME:</u> 10:00-11:00 AM <u>LOCATION:</u> Madison JCC 1120 Madison Ave., Toledo	
18	19	20	21	22	23	24
		<b>BASIC COMPUTER SKILLS</b> <u>TIME:</u> 10:00-11:00 AM <u>LOCATION:</u> Madison JCC 1120 Madison Ave., Toledo		<b>RESUME WORKSHOP</b> <u>TIME:</u> 10:00-11:00 AM <u>LOCATION:</u> Madison JCC 1120 Madison Ave., Toledo	<b>APPLICATION TIPS</b> <u>TIME:</u> 10:00-11:00 AM <u>LOCATION:</u> Madison JCC 1120 Madison Ave., Toledo	
25	26	27	28	29		
<b>INTERVIEW SKILLS</b> <u>TIME:</u> 10:00-11:00 AM <u>LOCATION:</u> Madison JCC 1120 Madison Ave., Toledo			<b>WORK READY WORKSHOP</b> <u>TIME:</u> 10:00-11:00 AM <u>LOCATION:</u> Madison JCC 1120 Madison Ave., Toledo			

**NO SIGN-UP REQUIRED. FOR MORE INFORMATION OR 1-ON-1 SESSIONS, PLEASE CONTACT Alex at 419-255-0070 EXT. 3531**

### **INTERVIEW SKILLS**

Discuss the standards of interviewing and be prepared for your next opportunity.

### **RESOURCE TABLE**

Get information on what we offer at the Job Connection Center and meet the JCC Navigator.

### **APPLICATION TIPS**

Receive tools to properly complete a job application and job search tips.

### **RESUME WORKSHOP**

Learn how to create your resume for your job search.

### **DRESS FOR SUCCESS**

Learn about appropriate interview and work attire.

### **WORK READY WORKSHOP**

Learn about foundational workplace expectations and how to display your essential talents.

### **BASIC COMPUTER SKILLS**

Learn basic functions and use of the computer from GCF Global to better job search.