

Monday	Tuesday	Wednesday	Thursday	Friday																																			
<p><b>Career Exploration (Virtual)</b> WS Tigard Dec. 8<sup>th</sup> 12:30-2:30pm</p> <p><b>Computer Workshops (In-Person)</b> WS Beaverton-Hillsboro, room 110 Dec. 1<sup>st</sup> Computer Basics, 9-10:30am Dec. 1<sup>st</sup> Gmail, 11am-12:30pm Dec. 8<sup>th</sup> Google Drive, 9-10:30am Dec. 8<sup>th</sup> Google Docs, 11am-12:30pm Dec. 15<sup>th</sup> Computer Basics, 9-10:30am Dec. 15<sup>th</sup> MS Word, 11am-12:30pm Dec. 22<sup>nd</sup> Google Slides, 9-10:30am Dec. 22<sup>nd</sup> Google Sheets, 11am-12:30pm</p> <p><i>Computer or Smart phone with internet access is required to participate in virtual workshops.</i></p>	<p><b>Computer Workshops (In-Person)</b> WS Tigard, computer lab Dec. 2<sup>nd</sup> Gmail, 9-10:30am Dec. 2<sup>nd</sup> Google Sheets, 11am-12:30pm Dec. 9<sup>th</sup> Computer Basics, 9-10:30am Dec. 9<sup>th</sup> MS Word, 11am-12:30pm Dec. 16<sup>th</sup> Google Drive, 9-10:30am Dec. 16<sup>th</sup> Google Docs, 11am-12:30pm Dec. 23<sup>rd</sup> Computer Basics, 9-10:30am Dec. 23<sup>rd</sup> Google Slides11am-12:30pm</p> <p><b>High Tech Networking Group (Virtual)</b> WS Beaverton-Hillsboro Dec. 2<sup>nd</sup>, 9<sup>th</sup> &amp; 16<sup>th</sup> 9:30–11:00am    <i>See Topics on Back</i></p>	<p><b>Career Mapping Lite (In-Person)</b> WS Beaverton-Hillsboro, room 108 Dec. 3<sup>rd</sup>, 9:30-11:30am WS Tigard, Mt.Hood Room Dec. 17<sup>th</sup>, 9:30-11:30am</p> <p><b>Financial Empowerment Series (Virtual)</b> WS Beaverton-Hillsboro Virtual 5:30-7:30pm Dec. 3<sup>rd</sup>, Savings &amp; Retirement Dec. 10<sup>th</sup>, Psychology of Money &amp; Behavior Dec. 17<sup>th</sup>, Goals &amp; Tools</p>	<p><b>WSPM Scholarship Application (Virtual)</b> WS Beaverton-Hillsboro Dec. 4<sup>th</sup>, 2:00-3:30pm WS Tigard Dec. 18<sup>th</sup>, 9:00-10:30am</p> <p><b>Layoff Transition Assistance Services Session (Virtual)</b> Dec. 4<sup>th</sup>, 1:00-2:30pm <a href="#">Click Here for Zoom Link</a></p> <p><b>December 25<sup>th</sup> Christmas Day Offices Closed</b></p>	<p><b>High Tech Networking Group (In-Person)</b> WS Beaverton-Hillsboro, room 103 Dec. 5<sup>th</sup>, 12<sup>th</sup> &amp; 19<sup>th</sup> 9:30-11:00am <i>See Topics on Back</i></p>																																			
<table><tr><th colspan="5">December</th></tr><tr><th>Mon</th><th>Tue</th><th>Wed</th><th>Thur</th><th>Fri</th></tr><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr><tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr><tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr><tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr><tr><td>29</td><td>30</td><td>31</td><td></td><td></td></tr></table>					December					Mon	Tue	Wed	Thur	Fri	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
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<b>LinkedIn Learning through WorkSource Oregon</b>	By using WorkSource Oregon's workshops and LinkedIn Learning resources, you'll gain the skills and knowledge to succeed in your job search and future career. Don't miss this opportunity to invest in your professional growth and stand out in a competitive job market. Get started <a href="http://www.worksourceoregon.org/workshops">www.worksourceoregon.org/workshops</a>																																						
<p>➤ Pre-registration for Workshops is required. WorkSource Portland Metro customers can register **at <a href="http://myWorksource.org">myWorksource.org</a> **Unless noted otherwise under the workshop listing</p> <p>➤ Video Tutorial on how to register for WorkSource workshops <a href="https://youtu.be/xFtTUKjpr0o">https://youtu.be/xFtTUKjpr0o</a></p> <p>➤ If you need assistance registering for a workshop, email: <a href="mailto:wcskills-training-group@pcc.edu">wcskills-training-group@pcc.edu</a> phone: 971-722-2610</p> <p>➤ Registered customers will receive an email* Zoom invite 24 hours prior to workshop with instructions and a link to access the workshop.</p>																																							
Updated 11/21/2025																																							

**Career Exploration:** Develop your own career goal by exploring a variety of web-based tools to learn about work values, preferred work environments and fit for certain careers in this fun and interactive workshop. You will be provided with resources that will help you identify your workplace values, interests, skills, and the local labor market information for you to effectively job search on your own

**Career Boost Information Session:** In partnership with WorkSource, Community Action provides Career Boost career coaching and career development for SNAP recipients. Attend an information session to learn more. More information contact: [CareerBoost@caowash.org](mailto:CareerBoost@caowash.org) or [irega@caowash.org](mailto:irega@caowash.org) Ph: 971-470-2960 (*not offered in December*)



**Career Mapping Lite:** Stuck? Stumped? Frustrated? Not sure what to do next? Working with a group of peers, you will self-identify your strengths and abilities and learn how to translate those into a new or refined career path. Begin the process of learning how to set short and long-term career goals and how to develop concrete strategies for meeting these goals. Information will also be provided on community resources available to you

**Computer Workshops:** Rotating topics: Computer Basics, Gmail, Google Drive, Google Docs, Google Sheets, Google Slides, MS Word. Facilitated by Goodwill Industries. **See [myWorkSource.org](https://myworksource.org) for descriptions and specific dates/times.**

**Financial Empowerment (6 part series):** Brought to you by a partnership with WorkSource Portland Metro and Financial Beginnings - Oregon <https://www.financialbeginnings.org/oregon/>

**Income & Taxes:** Apply understanding of income, paystubs, tax forms, and basics of filing taxes to increase readiness w/financial legal obligations (*not offered in December*)

**Credit & Debt:** Apply understanding of credit, debt & repayment to assess current financial situation, create a plan & enhance financial well-being (*not offered in December*)

**Protecting Yourself:** Apply the understanding of different types of fraud and explore the tools and options that can protect against financial loss. (*not offered in December*)

**Savings & Retirement:** Apply SMART goals for a savings plan & explore different types of retirement plans & investing strategies to increase wealth.

**Psychology of Money & Behavior:** Doing well with money isn't necessarily about what you know. It's about how you behave. Behavior has many different factors, and isn't something we teach. Our own unique view of the world, belonging, ego, pride, marketing, past experiences, and culture can have a large impact. Wealth is why you don't see.

**Goals & Tools:** Apply the understanding of creating a budget and using money management tools to achieve SMART financial goals.

### **High Tech Networking Group Agenda December 2025**

Job search group to support individuals from **all industries** in the process of finding employment. **All are welcome.** In a supportive environment, we will look at job search materials and strategies with a focus on what will be most effective. Weekly topics, guest speakers, Job search skills and job leads shared weekly

#### **Topics:**

#### **Tuesdays -Virtual**

12/2 Matt Youngquist- LinkedIn Tips and Tricks  
12/9 Preparing for a Job Interview  
12/16 John Cavanaugh – Using AI in Your Job Applications  
12/23 Christmas Holiday  
12/30 Winter Break

#### **Fridays – In-Person**

**241 SW Edgeway Dr, Beaverton, OR 97006**

12/5 Money Saving Tips  
12/12 Connie Plowman – Strength Finders 2.0  
12/19 Dhruvi Trivedi – Recruiter - How hiring managers think  
12/26 Christmas Holiday

**Layoff Transition Assistance Services Session:** The session offers laid-off workers essential information on unemployment benefits, job training programs, health coverage options, and local community resources. [Zoom Link](#)

**LinkedIn Learning:** Access to Resume, Interviewing, and hundreds of other job search on demand workshops virtually. [www.worksourceoregon.org/workshops](https://www.worksourceoregon.org/workshops)

**WSPM Scholarship Application:** Learn about the occupational training funds available through WorkSource Portland Metro. Reviews types of training available and process for applying for training tuition support. Must live or work in Multnomah or Washington county to be eligible.