

Monday	Tuesday	Wednesday	Thursday	Friday																														
<u>Advanced Resume (Virtual)</u> WS Beaverton-Hillsboro Aug. 24th 10:00 am -12:00 pm <u>Career Exploration (Virtual)</u> WS Tigard Aug. 17th 12:30-2:30pm <u>Computer Workshops (In-Person)</u> WS Beaverton-Hillsboro, lab 110 Aug. 3rd Computer Basics, 9-10:30am Aug. 3rd Gmail, 11am-12:30pm Aug. 10th Google Drive, 9-10:30am Aug. 10th Google Docs, 11am-12:30pm Aug. 17th Computer Basics, 9-10:30am Aug. 17th MS Word, 11am-12:30pm Aug. 24th Google Slides, 9-10:30am Aug. 24th Google Sheets, 11am-12:30pm <i>Computer or Smart phone with internet access is required to participate in virtual workshops.</i>	<u>Career Boost Information Session (In Person or Virtual)</u> WS Beaverton-Hillsboro, room 108 Aug. 25th, 10:00 -11:00am To register email: careerboost@caowash.org <u>Career Mapping Lite (In-Person)</u> WS Beaverton-Hillsboro, rm 107 Aug. 18th, 9:30-11:30am <u>Computer Workshops (In-Person)</u> WS Tigard, computer lab Aug. 4th Gmail, 9-10:30am Aug. 4th Google Sheets, 11am-12:30pm Aug. 11th Computer Basics, 9-10:30am Aug. 11th MS Word, 11am-12:30pm Aug. 18th Google Drive, 9-10:30am Aug. 18th Google Docs, 11am-12:30pm Aug. 25th Computer Basics, 9-10:30am Aug. 25th Google Slides 11am-12:30pm <u>High Tech Networking Group (Virtual)</u> WS Beaverton-Hillsboro Aug. 4th, 11th, 18th & 25th 9:30–11:00am <i>See Topics on Back</i> <u>Resume Writing (In-person)</u> WS Beaverton-Hillsboro, lab 110 Every Tuesday 9-10am, Resume Essentials 10:30am-12:00pm Resume Review – Targeting Your Resume <u>WSPM Scholarship Application (Virtual)</u> WS Beaverton-Hillsboro Aug. 4th, 2:00-3:30pm	<u>Financial Planning During Layoff & Transition (Virtual)</u> WS Beaverton-Hillsboro Virtual Aug 12th, 5:30-7:30pm Registration Link <u>Financial Empowerment Series (Virtual)</u> WS Beaverton-Hillsboro Virtual 5:30-7:30pm Aug. 19th, Credit & Debt Aug. 26th, Income & Taxes <u>Skilled Trades Career Exploration (Virtual)</u> Aug. 26th, 2:00-4:00 pm Registration Link <u>Meet the Employer - (Virtual)</u> 3:00-4:00 pm Aug. 5th – Tosoh Quartz, Inc. Aug. 19th – TBA Register Link	<u>WSPM Scholarship Application (Virtual)</u> WS Tigard Aug. 20th, 9:00-10:30am <u>Resume Writing (In-person)</u> WS Tigard, computer lab Every Thursday 9-10am, Resume Essentials 10:30am-12:00pm Resume Review – Targeting Your Resume <u>Resilience for Workplace & Life (Virtual)</u> Aug. 27th, 9:00am-10:30am Register Link	<u>High Tech Networking Group (In-Person)</u> WS Beaverton-Hillsboro, room 310 Aug. 7th, 14th, 21st & 28th 9:30-11:00am <i>See Topics on Back</i>																														
August <table> <tr> <th>Mon</th><th>Tue</th><th>Wed</th><th>Thur</th><th>Fri</th></tr> <tr> <td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr> <td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr> <td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr> <td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr> <td>31</td><td></td><td></td><td></td><td></td></tr> </table>					Mon	Tue	Wed	Thur	Fri	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
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LinkedIn Learning through WorkSource Oregon 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 www.worksourceoregon.org/workshops																																		
➤ Pre-registration for Workshops is required. WorkSource Portland Metro customers can register **at myWorksource.org** Unless noted otherwise under the workshop listing ➤ Registered customers will receive an email* Zoom invite 24 hours prior to workshop with instructions and a link to access the workshop ➤ Video Tutorial on how to register for WorkSource workshops https://youtu.be/xFtTUKjpr0o ➤ If you need assistance registering for a workshop, email: wcskills-training-group@pcc.edu phone: 971-722-2610.																																		

Updated 7/24/2026 v 2

Advance Resume: This workshop is designed for professionals who already have a resume and want to strengthen its effectiveness in today's competitive job market. Participants will review resume fundamentals while learning advanced techniques for targeting and customizing resumes for specific roles, writing strong accomplishment-based bullet points, and optimizing resumes for Applicant Tracking Systems (ATS) and AI-based screening tools.

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. To register email: CareerBoost@caowash.org

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 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 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/>

Credit & Debt: Apply understanding of credit, debt & repayment to assess current financial situation, create a plan & enhance financial well-being

Income & Taxes: Apply understanding of income, paystubs, tax forms, and basics of filing taxes to increase readiness w/financial legal Obligations

Additional topics will be offered in September

Financial Planning During Layoff & Transition: Designed to help individuals navigate the financial challenges that often accompany a layoff or career transition. Participants will learn practical strategies to assess their current financial situation, prioritize expenses, and create a short-term financial action plan. The workshop also covers managing income changes, and identifying resources that can support financial stability during periods of transition. Attendees will leave with tools and guidance to make informed financial decisions while planning their next career steps. Brought to you in partnership with Unitus Community Credit Union. [Registration Link](#)

High Tech Networking Group Agenda July 2026

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

Tuesdays -Virtual

8/4 How to Stay Positive during Job Search process
8/11 Matt Youngquist - LinkedIn Networking Tips and Tricks- Webinar
8/18 How to Survive without a Job
8/25 Editing and Aligning Resumes (Bring a copy of your resume)

Fridays – In-Person

241 SW Edgeway Dr, Beaverton, OR 97006

8/7 Resume Development – Bring 5 copies of your resume
8/14 Connie Plowman – Using Strength Finders 2.0
8/21 Interviewing Strategies
8/28 Andrew Owens – VanderHouwen

Meet the Employer: An interactive workshop that brings job seekers face-to-face with hiring employers. Representatives from various companies present overviews of their organizations, including their mission, workplace culture & current or upcoming job opportunities. Participants gain insight into employer expectations, hiring processes & in-demand skills. Features dedicated networking time, giving attendees the chance to ask questions, exchange contact information, & build professional relationships that can lead to future employment opportunities [Registration Link](#)

Resilience for Workplace & Life: explores resilience as a practical life and workplace skill that develops over time through our experiences, habits, & daily interactions. Participants will examine how emotions, language, & physical responses work together to influence confidence, stress management, communication, & the ability to adapt during challenging situations at work & in life. Through guided discussion & practical activities, participants will learn how the way we think, speak, & physically respond to pressure can either strengthen or limit our ability to move forward. The workshop provides tools to improve self-awareness, adaptability, communication, and emotional balance while recognizing that resilience looks different for every person and situation. [Registration Link](#)

Resume Essentials: Learners understand the purpose of a resume and how it highlights their skills. Participants will identify their top skills and begin creating the five main sections of their resume. Facilitated by Goodwill Industries of the Columbia Willamette

Resume Review – Targeting Your Resume: Helps learners use job descriptions to make their resumes stronger. Participants will learn how to tailor their resumes to what employers want and answer questions about different resume sections. Facilitated by Goodwill Industries

Skilled Trades Career Exploration: If you are considering a future career in construction or the skilled trades industry, this workshop will help you discover which path may be the best fit for your interests and strengths. Together, we will explore a variety of trade professions and provide practical guidance, tools, and resources to support you in planning your next steps toward a successful career. [Registration Link](#)

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 in Multnomah or Washington county to be eligible.