## October 2017

### WorkSource Beaverton-Hillsboro Career Center Hours:
- **Monday – Friday:** 8:00am - 5:00pm
- **www.worksourceportlandmetro.org**

### WorkSource Beaverton-Hillsboro
- **Address:** 241 SW Edgeway Drive, Beaverton, OR 97006
- **Phone:** 503-526-2700

### High Tech Networking Group
- **October 2nd, 9th, 16th, 23rd and 30th:** 9:30–11:00; Room 103
- **See Topics on Back**

### Ell Job Readiness Course – Day 1
- **October 18th:** 9:00–1:00; Room 221

### Career Exploration
- **October 9th:** Only
  - 1-4 pm room 110

### Interview Workshop
- **October 16th and 24th:** 1:00-3:30; Room 108

### Resume Workshop
- **October 3rd:** 9:00-11:30; Room 108
- **October 17th:** 9:00-11:30; Room 206

### Job Corps Info Session
- **October 3rd:** 9:00, 10th, 17th, 24th and 31st
  - 2:00-3:00; Room 312

### Health Careers NW Information Session
- **October 3rd:** 10:30 – 12:00 pm; Room 107
- **October 17th:** 10:30 – 12:00 pm; Room 205

### ELL Rosetta Stone/Open Lab
- **October 3rd, 10th, 17th, 24th and 31st:** 2:00-4:30; Room 221

### Ell Job Readiness Course – Day 2
- **October 17th:** 9:00–1:00; Room 221

### NCRC Assessment
- **October 11th, 18th and 25th:**
  - NCRC Orientation: 9:00-9:30; rm 110
  - Locating Information: 9:30-11:00; rm 110
  - Reading for Information: 11:00-12:00; rm 110
  - Applied Math: 10:00-2:30; rm 110

### Workplace Computer - Basic
- **October 4th Only:**
  - 9:00-12:00; Room 219

### Open Skills Lab
- **October 4th Only:**
  - 1:00pm-4:00; Room 219

### Preparing for the Locating Information Assessment
- **October 18th Only:**
  - 10:00—11:30 pm; Room 108

### TechRise PDX Information Session
- **October 25th Only:**
  - 1:30 – 3:30 pm; Room 109

### Ell Job Readiness Course – Day 3
- **October 18th:**
  - 9:00–1:00; Room 221

### Ell Job Readiness Course – Day 4
- **October 19th:**
  - 9:00–1:00; Room 221

### Rethinking Job Search Information Session:
- **October 5th and 19th:**
  - 10:30 – 11:00; Rm 103

### WSPM Scholarship Application Workshop
- **October 5th and 19th:**
  - 9:00-10:30; Rm 103

### Reboot Information Session
- **October 5th and 19th:**
  - 11:00-12:00; Room 108

### Fast Track Series – (For Women ONLY)
1. **I Didn't Know I Had a Choice!**
   - Oct. 5th: 10:00-12:30pm; rm 225
2. **The Puzzle of You**
   - Oct. 5th: 1:00-3:00; rm 225
3. **What are you Famous For?**
   - Oct. 12th: 10:00-12:30 pm: rm 225
4. **"You" in the Headlines**
   - Oct. 12th: 1:00-3:00, rm 225
5. **Everything about the Interview**
   - Oct. 19th: 10:00-12:30pm: rm 225
6. **Tell me a Story**
   - Oct. 19th: 1:00-3:00pm, rm 225
7. **What DO employers want?**
   - Oct. 26th: 10:00-12:30pm: rm 225
8. **Don't Mock Mock Interviews**
   - Oct. 26th: 1:00 to 3:00 pm: rm 225

### ELL Rosetta Stone/Open Lab
- **October 5th, 12th, 19th and 26th:**
  - 2:30 – 4:30 pm; Room 225

### Ell Job Club
- **October 26th Only:**
  - 9:00 – 11:00; Room 219

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### PRE-REQUISITE FOR CLASSES:
- Completion of the Welcome Process through WorkSource Portland Metro.
  - Workshops are offered weekly unless dates are listed
  - Completion of the Welcome Process is required to attend all Workshops
  - Please be on time to all workshops. Late arrivals will need to reschedule
  - Children are not allowed in workshops

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<td><strong>Career Exploration:</strong> Through various web-based assessment tools and resources, you will explore career options based upon your own workplace values, interests, skills, and the local labor market.</td>
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<td><strong>ELL Job Readiness Course:</strong> 5 day class for English Language Learners. Learn job search skills. Get help preparing a resume. Learn how to answer interview questions; use the computer to job search online; Set up an email account for job search. Learn about short term training opportunities. Designed for English language learners level 3-5, but potential 2-6 reading level depending on speaking level.</td>
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<td><strong>Open Skills Lab:</strong> Scheduled time in the Learning Lab to work on specific learning objectives including basic keyboarding, mouse, online learning for Basic, Intermediate and Advanced computer, math and reading comprehension, and resume building.</td>
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<td><strong>Rethinking Job Search Information Session:</strong> Learn about a workshop series for job seekers who are currently receiving unemployment insurance, that can help identify and sort through your patterns of thinking with regard to job loss and job search, in an effort to put you on a path to landing your next job. <a href="http://www.rethinkingjobs.org">www.rethinkingjobs.org</a></td>
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<td><strong>Reboot Information Session:</strong> Learn information about training opportunities funded through Reboot grant. Targeted Industries are: Information Technology, Software, Hi-Tech Manufacturing, and Industrial Manufacturing. Information will be provided on grant details, eligibility, and the application process. Recommended: Take the Program Eligibility Quiz at <a href="http://www.rebootnw.org">www.rebootnw.org</a>. before attending workshop</td>
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<td><strong>Certified Production Technician Training Information Session:</strong> In the Certified Production Technician Information Session you will learn about the CPT credential, manufacturing jobs and the necessary steps to get signed up for the training. This training prepares candidates for entry level manufacturing jobs and gives you the skills employers want. Over time, entry level production workers can acquire the skills and experience necessary to transition into higher skilled and higher paying manufacturing occupations such as welders, maintenance technicians, machinists and supervisors</td>
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<td><strong>Workplace Computer Basic:</strong> This course provides introductory instruction on using the computer, the internet, MS Windows and email.</td>
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<td><strong>WSPM Scholarship Application:</strong> Learn about the occupational training funding available through WorkSource Portland Metro. This workshop introduces you to the types of occupational training available and the process for applying for training tuition support. Please note: You must live or work in Multnomah or Washington county in order to be eligible for this support.</td>
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<th>Open Skills Lab:</th>
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<td><strong>WorkSource</strong> is an equal opportunity employer/program. Auxiliary aids and services, alternate formats and language services are available to individuals with disabilities and limited English proficiency upon request. All services are free of cost. Programs are financed in whole or in part with funds provided through Worksystems, Inc. from the U.S. Department of Labor. To place free relays call in Oregon dial 711.</td>
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<td><strong>Fast-Track Series (for women only)</strong> An eight part series focused on helping you get your next job opportunity, presented by Dress for Success. Learn how to present yourself to your employer, how to overcome bumps in your employment history how to organize a job search. Enter and exit the series as you wish, following your interests and needs. Refreshments will be provided. (see flyer for workshop topics).</td>
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<td><strong>High Tech Networking Group:</strong> Weekly meetings to support individuals from any industry in the process of finding employment. Job search skills and job leads shared weekly.</td>
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| **Health Center NW Information Sessions:** This information session will give you an introduction to the Health Careers NW program (also called HPOG). Health Careers NW is a WorkSource Portland Metro program that provides coaching, training and job placement support to low-income adults interested in a career in healthcare. This information session is for people who are receiving SNAP (food stamps), TANF, or Medicaid. HPOG is a study funded by the federal government which is being conducted to determine how these training opportunities help people improve their skills and find better jobs. During the study, all new eligible applicants will be selected by lottery to participate in these training opportunities. Not all eligible applicants will be selected to participate in these opportunities. |

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