

Community

Free job search workshops

Jewish Family & Children's Service's Career Development Center offers more than 20 workshops each month for CDC clients, job seekers and anyone interested in exploring career options. The workshops are free and open to the public, but attendees must register online in advance at careerdevelopmentcenter.org/calendar.asp.

Workshops are a great way to develop both your technical abilities during a job search and your "soft skills" or "people skills" — like planning, communicating and building relationships. CDC's group workshops also provide job seekers the chance to interact with one another to share stories and support. Many participants find the workshops, led by CDC's experienced career counselors, a valuable complement to one-on-one services.

Workshop topics include job search strategies, resumes and cover letters, pre-employment testing, interviewing, self-employment, networking, using the Internet and social networking. A monthly job seeker support group, facilitated jointly with Squirrel Hill Psychological Services, and networking club also are offered; the CDC also hosts onsite job fairs and interview days with hiring employers and guest speakers.

Upcoming workshops are:

Monday, Feb. 8, 9:30 a.m. — The Art of Networking

Learn the essential practice of networking, how to find and approach contacts and techniques for presenting yourself effectively.

Tuesday, Feb. 16, 10 a.m. — Magnetic Resumes

Learn resume formats, styles and techniques to insure your resumes are visually appealing and appropriately targeted.

Wednesday, Feb. 24, 9:30 a.m. — Job Search Strategies

Everything you need to know about your job search, from researching employers to applying all available sources.

Wednesday, Feb. 24, 1 p.m. — Interviewing 101

Learn interviewing techniques, how to negotiate offers and how to transition into a new position.



Career Development Center photo

Joe D'Anna, center, a career and employment counselor at Jewish Family & Children's Service's Career Development Center, led his 500th workshop Wednesday, Jan. 13. In attendance were Robert K. Marbella, far left, Jed Dunnick, Rod Stewart, right of easel, and Robert J. Kerr, all clients.

To learn more about these workshops and other programs, contact the Career Development Center at (412) 422-5627. All calls are confidential and discreet services are available. You may be eligible for free or subsidized services.

(Agencies, organizations and congregations are invited to submit articles, up to 600 words, and photos to angelal@thejewishchronicle.net. The Chronicle reserves the right to edit all articles.)

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