

LWRC WORKSHOPS OCTOBER/NOVEMBER 2022

Workshops are offered in-person at the Center or virtually via the **GoToMeeting** virtual platform . **Pre-registration is REQUIRED.** When registering, be sure to take note of which type of workshop you will be attending. The workshops are listed under “**VIRTUAL**” or “**IN-PERSON.**”

To register for workshops or to view full descriptions of our workshop content go to: www.loudoun.gov/wrcworkshops

VIRTUAL WORKSHOPS

Having both camera and microphone capabilities on your device will enhance your virtual workshop experience.

Interviewing Skills

Successful Phone Interviewing

Thurs, Oct 6 10:00 - 11:00

So You Think You Can Interview?

Thurs, Oct 13 10:00 - 11:00

Negotiate Your Best Offer

Thurs, Oct 20 10:00 - 11:00

10 Top Reasons You Didn't Get Hired

Fri, Oct 21 10:00 - 10:30

Interviewing to Get Hired

(Must Attend Both Sessions)

Thurs, Nov 17 9:00 - 11:30

Fri, Nov 18 9:00 - 11:30

Job Search Skills

Ready, Set, Go to the Job Fair

Thurs, Oct 13 2:00 - 3:00

Changing Careers

Thurs, Nov 3 10:00 - 11:00

Navigating Services & Getting Connected

Wed, Nov 9 3:30 - 4:00

Wed, Nov 30 3:30 - 4:00

Resume Writing Skills

Resumes & Cover Letters: Make Yours Stand Out

Fri, Oct 14 2:00 - 4:00

Networking Skills

Networking for Introverts

Fri, Oct 7 10:00 - 11:00

IN-PERSON WORKSHOPS

In-person workshops are held at the Center

Computer Skills

MS Word

Tues, Oct 18 9:00 - 4:00

MS Excel - Level 1

Thurs, Oct 20 9:00 - 4:00

Mon, Oct 31 9:00 - 4:00

Job Search Skills

Ready, Set, Go to the Job Fair

Tues, Oct 11 2:00 - 3:00

Older Workers & Smart Job Search Strategies

Tues, Oct 11 10:00 - 12:30

Let's Chat Disability Disclosure

Fri, Oct 14 1:00 - 2:00

Strategize Your Job Search

Tues, Oct 25 10:00 - 12:00

Tues, Nov 29 10:00 - 12:00

Find a Career...Change a Career...My Next Move

Wed, Nov 16 10:00 - 11:00

Interviewing Skills

Interviewing Styles

Tues, Oct 25 1:30 - 4:00

Your Transferable Skills

Wed, Oct 5 10:00 - 12:00

Networking Skills

30 Second Commercial - So Tell Me About Yourself

Tues, Oct 4 10:00 - 12:30

The Art of Networking

Tues, Nov 1 9:00 - 12:30

Resume Writing Skills

Resume Writing 101 Lab

Mon, Oct 24 9:00 - 12:00

Tues, Nov 15 9:00 - 12:00

Social Media

Navigating LinkedIn for New Users

Wed, Oct 12 9:00 - 11:00

Wed, Nov 9 9:30 - 11:30



If you require a reasonable accommodation for any type of disability in order to participate in Workforce Resource Center services, please contact the Center at 703-777-0150. Three business days advance notice is requested.

Loudoun Workforce Resource Center

705 East Market Street, Suite E
Leesburg, VA 20176

Center Open to the Public

9:00am - 4:30pm - Mon, Tues, Thurs, Fri
9:00am - 12noon - Wed

Access our virtual services anytime at

www.loudoun.gov/wrc

Email: wrc@loudoun.gov

Phone: 703-777-0150



LOUDOUN WORKFORCE RESOURCE CENTER

A proud partner of the **AmericanJobCenter** network