

Workshop & Event Calendar September 2024

All workshops & events are in-person at WorkSource Oregon Lane, unless otherwise indicated.

Location & Hours: 2510 Oakmont Way, in Eugene Hours: Monday - Friday, 8:30 AM - 4:30 PM

Key: ⚠️ Please pre-register at www2.myworksourceportfolio.org. For assistance, please call 541-686-7601, or email Ichswm@lanecountyor.gov.









 **Florence Session:** Session is in person at Lane Community College, 3149 Oak Street in Florence.

Monday	Tuesday	Wednesday	Thursday	Friday
2 Holiday Observed: Labor Day WorkSource Offices Closed	3	4 Resume Workshop 10am – 12pm ⚠️	5 Bridges to Success 10am – 11:30am ⚠️	6 National Career Readiness Certificate (NCRC) 9am – 1pm ⚠️
9	10 Computer Skills Lab: Learn the Basics 9am – 10:30am ⚠️	11 Interview Skills 11am – 12:30pm ⚠️ National Career Readiness Certificate (NCRC) 12:30pm – 4:30pm ⚠️	12 Computer Skills Lab: Document Management 9am – 10:30am ⚠️ Florence National Career Readiness Certificate (NCRC) 10am – 1pm ⚠️ 	13
16	17 Career Exploration 10am – 12pm ⚠️	18 Hiring Event: Hummingbird Care Home (details on back page)	19 Event: Successful Applications with Lane County (details on back page)	20 National Career Readiness Certificate (NCRC) 9am – 1pm ⚠️
23	24 Event: Explore Lane Community College (details on back page) Resume Lab 2pm – 4pm ⚠️	25 National Career Readiness Certificate (NCRC) 12:30pm – 4:30pm ⚠️	26 Florence National Career Readiness Certificate (NCRC) 10am – 1pm ⚠️  Networking Basics & LinkedIn 1pm – 2:30pm ⚠️	27 Event: Lane County Stand Down (details on back page)

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Questions?
Please Call 541-686-7601 or
Email Ichswm@lanecountyor.gov





Workshop Descriptions, Testing & Event Information

-  **Bridges to Success:** Learn how teamwork, communication, and organizational skills are vital to our working lives. Covering topics such as soft skills, executive functioning, and implicit bias. ⚠️ Pre-registration required.
-  **Career Exploration:** Explore ways to identify your skills and interests while researching possible career choices. You'll have access to assessments based on preference and gained experiences. We will also review the labor market and discover jobs in local industries. ⚠️ Pre-registration required.
-  **Computer Skills Lab: Learn the Basics:** Learn about computer basics such as powering on/off, using a web browser, using email, and more! Staff will be present to help guide you. ⚠️ Pre-registration required.
-  **Computer Skills Lab: Document Management:** Learn the ins and outs of using documents; from how to upload, download and attach documents, to saving them in an external drive, and more! Staff will be present to help guide you. ⚠️ Pre-registration required.
-  **Interview Skills:** Learn tips for before, during, and after a job interview! We've got you covered with strategies for making a good impression, answering common interview questions, using virtual interviewing to your advantage, and overcoming interview nerves. ⚠️ Pre-registration required.
-  **Networking Basics & LinkedIn:** Learn how to concisely articulate who you are and the skills you offer. Practice connecting with people you don't know. Hear about online and in-person networking opportunities and how to use LinkedIn to expand your network. ⚠️ Pre-registration required.
-  **Resume Workshop:** Learn best practices for writing a resume with a Career Advisor. Bring your work history and/or a resume to update. If time permits, you will start or update your resume with staff assistance. Basic computer skills required. Staff are available by appointment for those needing help with computer skills. ⚠️ Pre-registration required.
-  **Resume Lab:** Join this hands-on resume lab to update an existing resume or create a new one from a template. This session will not cover resume theory. Bring your work history and/or a resume to update. Basic computer skills required. Staff are available by appointment for those needing help with computer skills. ⚠️ Pre-registration required.

Testing

-  **National Career Readiness Certificate Testing:** Get the competitive edge, build confidence, and stand out by demonstrating the skills employers want through completing this three-part testing session. Upon earning a certificate, you will also receive a letter of recommendation from WorkSource Oregon Lane. ⚠️ Please pre-register by calling 541-686-7985 or emailing lchswm@lanecountyor.gov

Events

-  **Hummingbird Care Home Hiring Event:** Meet with an organization representative and apply for a Direct Support Professional position! 9/18/2024, 1pm - 3pm, @WorkSource Lane 2510 Oakmont Way Eugene, OR.
-  **Successful Applications with Lane County:** Meet with a Lane County Recruiter to gain insight into the application, interview, and selection process for open County positions! 9/19/2024, 10am, @WorkSource Lane 2510 Oakmont Way Eugene, OR.
-  **Explore Lane Community College:** Join Lane admissions representatives to learn about LCC programs, getting started, financial aid, and more. Info session followed by Q&A. 9/24/2024, 8:30am - 11am, @WorkSource Lane 2510 Oakmont Way Eugene, OR.
-  **Lane County Stand Down:** Access community resources and meet local employers at this annual event for Veterans. 9/27/2024, 6am - 3pm @ Lane County Events Center 796 W 13th Ave, Eugene OR.