



November 2009 - CALENDAR OF EVENTS

(Closed Thursday, November 26th and Friday, November 27th)

Due to the popularity of our **Speaker Presentations (◆)**, CRC has opened them up to the public. Non-members may attend these events for a fee of \$10 each. For CRC clients, presentations are free. Networking sessions are open to the public for no charge.

2nd Mon 10:15 am RESUME PREPARATION & PRESENTATION ◆

Presented by: Melissa Jensen, CRC Advisor & former Grainger Director of Employment Development

Getting noticed in today's competitive job market requires a resume that promotes your talents. Melissa will offer you a framework for identifying your strengths and review the content and format that employers are looking for.

3rd Tues 7:00 pm "ENTREPRENEURIAL ALTERNATIVES – OWNING A FRANCHISE" ◆

Presented by: Paul Bors, President of FranNet

Franchising is one of the leading paths to business ownership, but is it right for you? We compare three options: Starting from Scratch, Buying a Business, and Buying a Franchise and then focus on the benefits of going into franchising. Learn what you get and what you give when you buy a franchise, and how to find the one for you.

9th Mon 10:30 am "BRANDING THE REAL YOU" ◆

Presented by: Laura Gorton, The Real You, Inc.

Personal Branding is more than a hot item or trendy topic. Your ability to consciously and consistently convey a strong positive sense of yourself will allow you to stand out from other candidates and attract opportunities. During this interactive workshop, you will discover what makes a brand powerful and how you can apply branding strategies to yourself. Discover your "core identity" – the essence of your brand – and begin to develop a strong personal message that can be integrated into all your communications.

10th Tues 6 – 8 pm INTRO TO POWERPOINT Registration/CRC Clients Only/\$10 Fee

Instructor: Sherri Peterson, Sponsored by OASIS and AT&T Partnership in Technology

This hands-on class will introduce you to this presentation application. Knowledge of Windows a necessity.

12th Thur 11:45 am BROWN BAG NETWORKING – *Bring your lunch!*

Facilitated by: Betsy Smith, Entrepreneur

Because of the competitive nature of today's employment market, job seekers must devote more time in building relationships and engaging others in furthering their search. Bring your resumes, handbills, and business cards.

13th Fri 10:00 am JOB SEARCH ROUNDTABLE – *CRC Clients Only*

Facilitated by: Sue Thomas, CRC Advisor, Executive Recruiter for Worldbridge Partners

Explore effective job search strategies with a CRC Advisor and fellow job seekers. Bring your questions and issues.

16th Mon 1 – 3:30 pm "THE COMPETITIVE EDGE: THE JOB INTERVIEW" ◆

Presented by: Steve Frederick, Frederick Career Services

Many job interviews become uncomfortable interrogations, dreaded by all parties involved. This workshop shows you how to develop rapport and transform an interview into a conversation that is more comfortable for both you and the interviewer. Explore strategies for responding to four types of questions asked in an interview.

17th Tues 7:00 pm "TURBO CHARGE YOUR NETWORK THROUGH POWER NETWORKING" ◆

Presented by: Paul Duski, Senior Vice President, Robertson Lowstuter

Effective networking is essential to a successful job search campaign. Statistics show an overwhelming number of new jobs are found via networking. However, many people struggle with the process and don't know where to begin. Paul will review some of the "barriers" and "myths" surrounding effective networking and offer suggestions on how to overcome these perceived obstacles. This is a high-powered, highly participative, and fun program. Come and learn how you can "get connected".

24th Tues 6 – 8 pm INTRO TO EXCEL - Registration/CRC Clients Only/\$10 Fee

Instructor: Sherri Peterson, Sponsored by OASIS and AT&T Partnership in Technology

This hands-on class will introduce you to this powerful spreadsheet application. Knowledge of Windows a necessity.

24th Tues 7:00 pm INTRO TO LINKEDIN – Registration/CRC Clients Only

Instructed by: David O'Brien, CRC Advisor, Infogix Inc., HR Leader

David will review the characteristics of well crafted LinkedIn profiles and highlight how to use LinkedIn effectively.



Your Job Search Team

Strategies - Support - Success

Career Resource Center, Inc.®, established 19 years ago, is a regional, non-profit career transition center that provides professional assistance to adults seeking employment. Our team of professionals energize and empower job seekers by offering education, training, and mentoring. CRC's comprehensive re-employment services focus on helping candidates **optimize their search efforts and maximize their results.**

COMPREHENSIVE RE-EMPLOYMENT SERVICES

- * **AFFORDABLE**
- * **INDIVIDUALIZED**
- * **SUPPORTIVE**

CRC members receive access to private individualized advisory sessions, group programs featuring professional experts in their fields, networking sessions, interview and resume preparation and critique, reference materials and access to workstations, computer lab, Internet, office equipment and more.

Executive Director Jan Cline Leahy			
Office Administrator Kelly Clark		Volunteer & Client Liaison Bobbie Piell	
Advisors		Support Staff	
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Funding provided by foundations, corporations, religious congregations, community groups, townships, United Way, benefactors, alumni, and directors.

Hours: M W TH 9:30 am – 4:30 pm / TU 4:00 pm – 9:00 pm / F 9:30 am - 12:30 pm
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