

# WORK ACTION CENTRE WORKSHOP CALENDAR: JANUARY 2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3	4	1	2	3
				
6	7	8	9	10
	Digital Drop In 1:30PM-2:30PM	Career Compass 10:30am-11:30am	Job Searching 10:30AM – 11:30AM	
13	14	15	16	17
	Digital Drop In 10:30AM-11:30AM	Interview Prep 10:30am-11:30am	Job Searching 1:30PM – 2:30PM	
20	21	22	23	24
	Digital Drop In 1:30PM-2:30PM	Next Stop: Employment 1:30pm-2:30pm	Job Searching 10:30AM – 11:30AM	
27	28	29	30	31
	Digital Drop In 10:30AM-11:30AM	Social Media Presence 10:30PM-11:30PM	Job Searching 1:30PM – 2:30PM	

**COURSE DESCRIPTIONS ON FOLLOWING PAGE**

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<p><b>Wednesday January 2<sup>nd</sup></b> <b>Office closed</b></p>	<p>Happy New Year!</p>
<p><b>Digital Drop In</b> <b>See calendar for times</b></p>	<p>Do you need a new email address? Can't quite figure out how to use a program or one of your devices? Do you need computer access to work on an employment project? Be one of four patrons to use our in-house computer lab during our Digital and Technology Drop-In hours. First come, first served</p>
<p><b>Wednesday January 8<sup>th</sup></b> <b>Career Compass</b> <b>10:30am-11:30am</b></p>	<p>Learn the tips and tricks to making your job search successful! A staff member will show you how to navigate online job boards and get you noticed by employers.</p>
<p><b>Job Searching</b> <b>See calendar for times</b></p>	<p>Learn the tips and tricks to making your job search successful! A staff member will show you how to navigate online job boards and get you noticed by employers</p>
<p><b>Wednesday January 15<sup>th</sup></b> <b>Interview Prep</b> <b>10:30am-11:30am</b></p>	<p>How to be fully prepared to shine in your next interview. Learn the do's and don'ts of interviewing. Join us for this 1 hour workshop to help you nail the interview!</p>
<p><b>Wednesday January 22<sup>nd</sup></b> <b>Next Stop: Employment</b> <b>1:30pm-2:30pm</b></p>	<p>Still not landing a job, and don't know why? Let's break down the steps to successfully landing the job!</p>
<p><b>Wednesday January 29<sup>th</sup></b> <b>Social Media Presence</b> <b>10:30am-11:30am</b></p>	<p>Your online presence is often the first impression you make on potential employers. This workshop is designed to help you refine and professionalize your social media profiles to align with your career goals!</p>
<p><b>FREE Online Training:</b> <b>UDEMY</b></p>	<p>Udemy® is an online learning website to help you learn new skills for business or employment. SMUN has purchased over 50 courses you can learn at home or in our computer lab. We can show you how easy it is to learn and introduce you to all the workshops available.</p>
<p><b>Business Coaching</b></p>	<p>Do you need help figuring out how to do research, plan your operations, get customers and/or sales, start a business, run a business or write a business plan? Book some time with our business coach to assist you with working through your plan. Ask your Case Manager for details.</p>