



CareerSourceTampaBay.com

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July 2020 — **Employability Skills Training Virtual Workshops Calendar**

Attend any of our **FREE** EST virtual workshops to help better prepare you for that next journey! CSTB's EST virtual workshops count toward claiming your unemployment compensation in lieu of reporting your five job searches for the week. Contact CSTB staff to see how. As you begin your career pathway for your new or next career, gain a competitive edge by participating in trainings designed to help you succeed in the workforce.

EMPLOYABILITY SKILLS TRAINING

Monday	Tuesday	Wednesday	Thursday	Friday
		1 <hr/> Surviving a Layoff 9:00am-10:30am <hr/> Job Power 2:00pm-4:00pm	2	3 CLOSED
6 Modern Day Job Search for Mature Workers 9:00am-10:30am <hr/> Career Mapping 2:00pm-3:30pm	7	8 Resume Development 9:00am-11:00am <hr/> Professional Interviewing Skills 2:00pm-4:00pm	9	10 Preparing for a Virtual Job Fair – New Workshop 9:00am-11:00am <hr/> Surviving a Layoff 2:00pm-3:30pm
13 Navigating EmployFlorida 9:00am-10:30am Preparing for a Virtual Job Fair – New Workshop 2:00pm-4:00pm	14	15 <hr/> Surviving a Layoff 9:00am-10:30am <hr/> Breaking Barriers 2:00pm-4:00pm	16	17 <hr/> Employment Transition 9:00am-11:00am <hr/> Resume Development 2:00pm-4:00pm
20 <hr/> Job Power 9:00am-11:00am <hr/> Surviving a Layoff 2:00pm-3:30pm	21	22 Preparing for a Virtual Job Fair – New Workshop 9:00am-11:00am <hr/> Dress for Success 2:00pm-3:00pm	23	24 <hr/> Resume Development 9:00am-11:00am <hr/> Modern Day Job Search for Mature Workers 2:00pm-3:30pm
27 <hr/> Employment Success 9:00am-11:00am <hr/> Resume Development 2:00pm-4:00pm	28	29 <hr/> Surviving a Layoff 9:00am-10:30am <hr/> Preparing for a Virtual Job Fair – New Workshop 2:00pm-4:00pm	30	31 <hr/> Professional Interviewing Skills 9:00am-11:00am <hr/> Navigating EmployFlorida 2:00pm-3:30pm

EST VIRTUAL WORKSHOP REGISTRATION:

All customers **must have a basic profile on www.EmployFlorida.com** to request workshop registration. Once your EmployFlorida.com registration is verified by CSTB staff, a ZOOM invite will be emailed to you.

Email the **required information** to tampaworkshops@careersourcetb.com at least **24 hours** in advance of the workshop.

Required information:

1. Name, email address and telephone number
2. Title of workshop
3. Date of workshop
4. Time of workshop

Additional EST virtual workshops will be released in August.

Workshop Title	Length (Hours)	Workshop Summary
Breaking Barriers	2.0	Learn to identify common barriers to employment and how to deal with those barriers on job applications, resumes and interviews.
Career Mapping	1.5	Where does your career path lead? Learn about the MANY resources available, at no cost, to help you determine your next steps!
Dress for Success	1.0	Discuss the importance of your appearance and dressing for success for the interview and in the workplace.
Employment Success	2.0	Discuss workforce changes, employer expectations, pitfalls and how to handle conflicts at work. Learn how to continue developing skills that can lead to promotions and other job opportunities.
Employment Transition	2.0	Are you ready for the changing workplace? Learn how to reinvent yourself, use transferable skills and perhaps go back to school for that new job or career.
Job Power	2.0	Power your job search with this workshop! Topics include changes in the employment market, the hidden job market, skills employers are looking for and dealing with the stress of being unemployed.
Modern Day Job Search- Mature Workers	1.5	Discover key tips on fighting ageism and resources to finding companies and websites that are looking for mature workers.
Navigating EmployFlorida (EF)	1.5	Learn how to navigate through the EF website features such as resume builder, job search, creating a virtual job recruiter and more.
Preparing for a Virtual Job Fair - New Workshop	2.0	Lights, camera, action! Learn how to connect with potential employers with a Virtual Job Fair Platform. How webinars are structured from registering, preparing, setup to finish.
Professional Interviewing Skills	2.5	Learn what interviews are all about and how to prepare for a successful interview. Discussions will include various types of interviews, common interview questions, and what to do before, during and after an interview.
Resume Development	2.0	The resume is important in today's job search. Understand the purpose of a resume, how to target your resume for each job and the different types of resumes.
Surviving a Layoff	1.5	You've been laid off...now what? Explore job loss, how to cope with the new changes and tips for starting over.



CareerSource Tampa Bay is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers listed may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711.