

8:30 a.m. – 4:30 p.m. Monday through Friday
 171 E. State St./Martin Luther King Jr. St.
 Center Ithaca, Suite 241
 Ithaca, NY 14850

Phone: (607) 272-7570 Ext. 118 TTY: (607) 272-3285, Fax: (607) 272-2835
 E-mail: firststop@tompkins-co.org

Monday	Tuesday	Wednesday	Thursday	Friday
			1 Professional Opportunity Developers 9:00 – 11:00 a.m.	2
5 SOCIAL SECURITY Return to Work Workshop 10:00 – NOON	6	7 SHOPS AT ITHACA MALL JOB FAIR 1:00 – 4:00 p.m.	8 Metrix Overview 10:00 – 11:00 a.m.	9
12  Columbus Day Office Closed	13	14 JOB SEARCH BASICS For Individuals With a CRIMINAL BACKGROUND 9:00 - 10:00 a.m.	15 Professional Opportunity Developers 9:00 – 11:00 a.m.	16 ITHACA COLLEGE Meet The Employer Information Session 9:00 – 10:30 a.m.
19 Bridging the Gap Workshop 10:00 a.m. - NOON	20	21 Metrix Overview 1:00 – 2:00 p.m.	22 CONQUERING THE INTERVIEW WORKSHOP 9:00 – 11:00 a.m.	23
26	27	28 OLDER WORKER WORKSHOP 10:00 a.m. - NOON	29 Professional Opportunity Developers 9:00 – 11:00 a.m. ----- CIVIL SERVICE WORKSHOP 10:00 – 11:00 a.m.	30

All workshops are offered at no cost to you and will be held at the One-Stop unless otherwise indicated. However, space is limited and registration is required. Please call (607) 272-7570 Ext. 118, or register at the front desk in advance.

Tompkins Workforce is an Equal Opportunity Employer/Employment Service.

View all New York State Career Center Events at: www.labor.ny.gov then Individuals/JobSeekers/Career Events

OCTOBER 2015 WORKSHOP DESCRIPTIONS

P.O.D. Professional Opportunity Developers: Thursdays, October 1st, 15th, and 29th, 9 - 11 a.m.
Network with people who previously held executive level or highly technical positions.

Social Security and Return to Work Workshop: Monday, October 5th, 10 a.m. - NOON
Topics will be: 1.) How benefits can be affected by paid employment, 2) Health insurance and work, and 3) Work Incentives for beneficiaries.

Shops at Ithaca Mall Job Fair: Wednesday, October 7th, 1 – 4 p.m.

Job Search Basics for Individuals with a Criminal Background: Wednesday, October 14th, 9 - 10 a.m.
Kathy Lind, Employment Specialist with the Criminal Justice Center and Ramona Emery, Employment Counselor with the NYS Department of Labor will lead a discussion on navigating the job search process for individuals with a criminal background. This session is intended for jobseekers.
If you are a provider and would like information, contact Ramona Emery at 272-7570 X126.

Metrix E-Learning Information Sessions:

Thursday, October 8th, 10 – 11 a.m. and Wednesday, October 21st, 1 – 2 p.m.

Metrix E-Learning is an online skill and job-related training program that contains over **6,000 courses**.

Courses range in topics from accounting, leadership, healthcare and computer programming, etc. Once registered, customers have accounts with unlimited access for 180 days.

Please Note: This workshop requires a mid-level competency with computers.

If you want to learn basic computer skills, please speak to the counselor on the Resource Desk.

Ithaca College Meet the Employer Information Session: Friday, October 16th, 9 - 10:30 a.m.

Come meet an Ithaca College Human Resource Representative, who will share their application process and the benefits of working at Ithaca College.

Bridging the Gap Workshop: Monday, October 19th, 10 a.m. - NOON

Thinking about going to school for a certificate or degree? Are you thinking about training to improve skills or to learn a new skill? Do you need information on what's available locally, who to talk to and how to begin? The Bridging the Gap Workshop will cover what is available locally for training, degree programs, certificates, and funding sources. It will also cover local labor market information to help provide the guidance needed to make such a valuable career decision.

Conquering the Interview Workshop: Thursday, October 22nd, 9 - 11 a.m.

Preparing for your job interview can be a challenge. This course will help you overcome this challenge by teaching you how to: research and prepare prior to an interview, what to expect during an interview, how to follow up after an interview, and avoiding common problems.

Job Search Tips for Older Workers: Wednesday, October 28th, 10:00 - 12 Noon.

Is age discrimination real? Have you ever been called "over qualified"? Are older adults being stereotyped? Discuss these topics and more in a forum for job seekers who are considered "older". Topics will include myths about the older worker, changes in job search methods, realities of the current job market, and ways to deal with them.

Civil Service Workshop: Thursday, October 29th, 10:00 - 11:00 a.m.

Learn how to look up exam and vacancy information for various forms of government. Will look at the application process and provide an understanding of navigating the process.

