

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

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Monday	Tuesday	Wednesday	Thursday	Friday
	1	2 Bridging The Gap Workshop 10 a.m. – 12 NOON	3 Professional Opportunity Developers 9:00 – 11:00 a.m.	4 CORNELL Meet the Employer Information Session 1:00 – 3:00 p.m.
7 LABOR DAY  Office Closed	8	9 METRIX Overview 10:00 – 11:00 a.m.	10	11
14	15 Courtyard by Marriott Open Interviews 9:00 – 11:00 a.m.	16	17 Professional Opportunity Developers 9:00 – 11:00 a.m.	18 ITHACA COLLEGE Meet the Employer 9:00 – 10:30 a.m. ----- CIVIL SERVICE WORKSHOP 10:00 - 11:00 a.m.
21	22 CONQUERING THE INTERVIEW WORKSHOP 1:00 - 3:00 p.m.	23 METRIX Overview 1:00 – 2:00 p.m.	24 OLDER WORKER WORKSHOP 10:00 a.m. – 12 NOON	25 CHALLENGE WORKFORCE SOLUTIONS Open Interviews 9:00 - 11:00 a.m.
28	29 ONLINE APPLICATION WORKSHOP 2:00 – 3:30 p.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

SEPTEMBER 2015 WORKSHOP DESCRIPTIONS

Bridging the Gap Workshop about Education, Training, & Career Decisions: Wednesday, September 2nd, 10:00 a.m. – 12 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.

P.O.D. Professional Opportunity Developers: Thursdays, September 3rd and 17th, 9:00 – 11:00 a.m. Network with people who previously held executive level or highly technical positions.

Cornell University Meet the Employer Session: Friday, September 4th, 1:00 – 3:00 p.m.

A Cornell Human Resources representative will discuss job search tips, application process and overall information about working at Cornell University.

Courtyard By Marriott Open Interviews: Tuesday, September 15th, 9:00 – 11:00 a.m.

Representatives from the Courtyard By Marriott will be at TWFNY to conduct open interviews for their hotel at 29 Thornwood Drive, in the Cornell Business and Technology Park. Please dress appropriately and come prepared to complete a job application.

Metrix E-Learning Information Sessions:

Wednesdays, September 9th, 10-11 a.m. and September 23rd, 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, September 18th, 9:00 – 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.

Civil Service Workshop: Friday, September 18th, 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.

Conquering the Interview Workshop: Tuesday, September 22nd, 1:00 – 3:00 p.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: Thursday, September 24th, 10:00 a.m. – 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.

Open Interviews with Challenge Workforce Solutions: Friday, September 25th, 9:00 – 11:00 a.m.

Challenge Workforce Solutions is a nonprofit vocational services organization that offers opportunities and support services to individuals who face barriers to employment. Challenge is looking for highly motivated career minded individuals to become part of the Challenge team. Challenge staff will be conducting open interviews from 9:00 – 11:00 a.m. Please come to TWFNY prepared to interview. You will be asked to sign in and then interview with the next available staff person.

Online Application Workshop: Tuesday, September 29th, 2:00 – 3:30 p.m.

Not sure where to start when an employer says to apply online? Come to workshop and learn the ins and outs of applying online. Learn how to best prepare yourself and acquire the basic skills to navigate online applications and how to conquer the challenges you may encounter.