

## June 2022 Calendar of Professional Workshops

ALL WORKSHOPS WILL MEET ONLINE VIA ZOOM

Links to join each session will be emailed to registered attendees

Wheaton office: 301-929-6880  
Germantown office: 240-406-5485  
East County office: 240-777-8412  
\*Please leave a voicemail, messages are checked daily.

Monday	Tuesday	Wednesday	Thursday	Friday
		<b>1</b>	<b>2</b>	<b>3</b>
		<b>Preparing for a Job Interview (JP)</b> 10 am-12pm	<b>How to Network Remotely (JB)</b> 10 a.m.-12 p.m.	<b>The Art of Negotiation (AW)</b> 10am-12pm
		<b>Using LinkedIn (JB)</b> 1 p.m.-3 p.m.	<b>Acing Virtual Interviews (JP)</b> 1pm-3pm	
<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
<b>Creating a Resume (LCMC)</b> 10 am -12 pm.	<b>Actions Words Into Your Resume (JP)</b> 10am-12pm	<b>Professional Email Commun. (LCMC)</b> 10 am -12 pm.	<b>Mock Interviews (JP/JB)</b> 10am-12pm	
<b>How to Get Your Resume Noticed (JP)</b> 1pm-3pm	<b>How To Write a Cover Letter (JB)</b> 1pm-3pm	<b>Answering Tough Interview Questions (JB)</b> 1pm-3pm	<b>Social Media &amp; Networking (AW)</b> 1pm-3pm	
<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>
<b>Changing Careers, New Opportunities (AW)</b> 10am-12pm	<b>Surviving Layoff (JB)</b> 10am-12pm	<b>Coping with Ageism (JP)</b> 10am-12pm	<b>Using LinkedIn (JB)</b> 10am-12pm	<b>Answering Tough Interview Questions (JB)</b> 10am-12pm
<b>Preparing for a Job Interview (JP)</b> 1pm-3pm	<b>Gigs, Labor &amp; Alternative Jobs (JP)</b> 1pm-3pm	<b>BuildEd: Entrepreneurship Workshop</b> 5pm-7pm	<b>Excelling at Working Relationships</b> 1pm-3pm	<b>How To Network Remotely (JP)</b> 1pm-3pm
<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>
<b>Creating a Resume (LCMC)</b> 10am-12pm	<b>Acing Virtual Interviews (JP)</b> 10am-12pm	<b>Professional Email Commun. (LCMC)</b> 10 am -12 pm.	<b>Mock Interviews (JB/JP)</b> 10am-12pm	
	<b>Job Search Strategies (JB)</b> 1pm-3pm	<b>Creating a Federal Resume (JP)</b> 10am-12pm	<b>Changing Careers: New Opportunities (AW)</b> 1pm-3pm	
<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	
<b>Gigs, Labor &amp; Alternative Jobs (JP)</b> 10am-12pm	<b>How to Write a Cover Letter (JB)</b> 10am-12pm	<b>Gigs, Labor &amp; Alternative Jobs (JP)</b> 1pm-3pm	<b>Social Media &amp; Networking (AW)</b> 10am-12pm	
	<b>Action Words into Your Resume (JP)</b> 1pm-3pm			

### How to Register

- Log in to the website: [www.mwejobs.maryland.gov](http://www.mwejobs.maryland.gov)
- Click: Appointment Center > Events Calendar
- Select location and click "filter." Click on a workshop from the calendar
- Scroll down to click on the red button labeled "Register"

**No red button? Need more help? Call us!**

All sessions will begin promptly at their listed start times, and late entrants will not be admitted after a **15-minute grace period**. Please plan accordingly and contact the office if you need technical assistance. The trainers cannot assist after the start of the session.

*WorkSource Montgomery is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.*