

Workshops

June and July 2022

★ **Provo Employment Center**
1550 N. 200 W. • Provo, UT 84604
801-372-3187 - Melissa Daymont

Register for
reserved seating.
Walk-ins
welcome.



- Our workshops are designed to give you the skills necessary to succeed in a highly competitive job market.
- No-cost workshops are open to all job seekers.
- To register, talk to your Workforce Services employment counselor or go to jobs.utah.gov and click on "Sign In" and "[my Job Search](#)" on the top right corner. It will prompt you to login or sign up for a free Job Seeker account if you don't already have one. Registration is preferred.
- Workshops start on time. Late-comers will be asked to reschedule.

| Job Seeking Skills | |
|---|------------------------|
| RESUME WRITING SKILLS: | |
| June 8 | 9:00 AM-11:00 AM |
| July 12 | 2:00 PM-4:00 PM |
| INTERVIEWING SKILLS: | |
| June 16 | 2:00 PM-4:00 PM |
| July 20 | 9:00 AM-11:00 AM |
| Life Skills - Finding Healthy Relationships | |
| HOW TO AVOID FALLING FOR A JERK OR JERKETTE: | |
| June 10 | 9:00 AM-4:00 PM |
| July 15 | LUNCH-12:00 PM-1:00 PM |
| PARENTING WITH LOVE AND LOGIC: | |
| June 17 | 9:00 AM-4:00 PM |
| July 8 | LUNCH-12:00 PM-1:00 PM |

RESUME WRITING: Learn how to write and design a powerful resume and cover letter or power up a current resume to get that interview. Receive resume cover letter examples to assist in writing and designing personal career documents.

INTERVIEWING SKILLS: Learn to be confident in an interview, research employers, market your skills and answer questions to enhance interview effectiveness. This workshop includes strategies for virtual and online interviews.

HOW TO AVOID FALLING FOR A JERK OR JERKETTE: This is a program for singles of all ages. This fun, free and interactive course teaches singles what to look for in a healthy relationship and how to identify key markers of an unhealthy relationship. To register, visit <https://www.eventbrite.com/e/how-to-avoid-falling-for-a-jerk-or-jerkette-tickets-100825433586>

PARENTING WITH LOVE AND LOGIC: This is a well-known parenting program that teaches parents usable skills to raise responsible children and have more fun in their parenting role. Topics include teaching responsibility, ending power struggles and more. To register, visit <https://www.eventbrite.com/e/parenting-the-love-and-logic-way-tickets-100842073356>