

# Workshops

## November 2018

★ **South County Employment Center**  
**5735 S. Redwood Road • Taylorsville**

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](http://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.

<b>Job Seeking Skills</b>	
<b>RESUMÉ WRITING:</b>	
Nov 7	9:00 AM–11:30 AM
Nov 19	1:00 PM–3:30 PM
<b>INTERVIEWING SKILLS:</b>	
Nov 6, 20	9:00 AM–11:30 AM
<b>JOB SEARCH STRATEGIES:</b>	
Nov 14	9:00 AM–11:30 AM
<b>PROFESSIONALISM IN THE WORKPLACE:</b>	
None	
<b>*LINKEDIN:</b>	
Nov 8	9:00 AM–11:30 AM
<b>Life Skills</b>	
<b>BUDGETING AND CREDIT:</b>	
Budgeting - None	
Credit - None	
<b>FOOD SENSE - USU EXTENSION:</b>	
None	
<b>FINDING HEALTHY RELATIONSHIPS – HOW TO AVOID A JERK OR JERKETTE</b>	
Nov 13	9:00 AM–4:00 PM
<b>STRENGTHENING THE COUPLE RELATIONSHIP:</b>	
Nov 27	9:00 AM–4:00 PM
<b>PARENTING WITH LOVE AND LOGIC:</b>	
Nov 8	9:00 AM–4:00 PM

**RESUMÉ WRITING:** Learn how to write and design a cutting-edge resumé and cover letter or power up a current resumé to get that interview. This workshop is designed for customers who are ready to write a resumé and start actively job searching.

**INTERVIEWING SKILLS:** Learn to be confident in an interview, research employers, market your skills and answer questions to enhance interview effectiveness.

**JOB SEARCH STRATEGIES:** Learn tools and tips to navigate a successful online job search, including use of electronic job boards, online applications and sending or posting resúmes. Basic computer skills required.

**PROFESSIONALISM IN THE WORKPLACE:** Learn how to present yourself professionally, interact with others, how to use social media and how to approach and solve problems.

**LINKEDIN:** Introduce yourself to your next employer with LinkedIn. You will learn how to create a powerful LinkedIn Profile in 4 steps.

*\*Prerequisite — must have an email address.*

**BUDGETING AND CREDIT:** Learn how to budget, save, repay debt and build credit.

**FOOD SENSE - USU EXTENSION:** Healthy Eating on a Budget. Learn how to make a food budget last all month long, plan and create a menu, shop from a list, save money on food and eat healthy. Food demonstration provided to learn how to prepare food in an easy, quick and healthy way.

**FINDING HEALTHY RELATIONSHIPS – How to Avoid a Jerk or Jerkette:** For singles of all ages—participants learn steps to building a high-quality, long-lasting relationship.

**STRENGTHENING THE COUPLE RELATIONSHIP:** Designed for couples in committed relationships—learn to understand one another's differences, increase trust and dependability and develop a deeper commitment.

**PARENTING WITH LOVE AND LOGIC:** Learn how to raise responsible children and have more fun—topics include ending power struggles, teaching responsibility, setting limits and preventing arguments, problem solving and completing chores without conflict.



*Equal Opportunity Employer/Program*  
 Auxiliary aids and services are available upon request to individuals with disabilities by calling 801-526-9240. Individuals with speech or hearing impairments may call the Relay Utah by dialing 711. Spanish Relay Utah: 1-888-346-3162.

[jobs.utah.gov](http://jobs.utah.gov)

