

What can we do to Help?

Come to an Information Session to learn more.

Are you...
- *A Job Seeker?*

Need to...
- *Enhance your Skills?*

Want to...
- *Explore a new Career?*



Next WIOA Information Sessions:

Thursday, May 3, 17 and 31
9:30 - 10:30am

Apply for potential training ONLINE at:
www.mchenrycountyworkforce.com or

Pick up an application in our Resource Room.

JOB SEARCH WORKSHOP

Wednesday, May 9, 9 - 11am

Monday, May 21, 9 - 11am

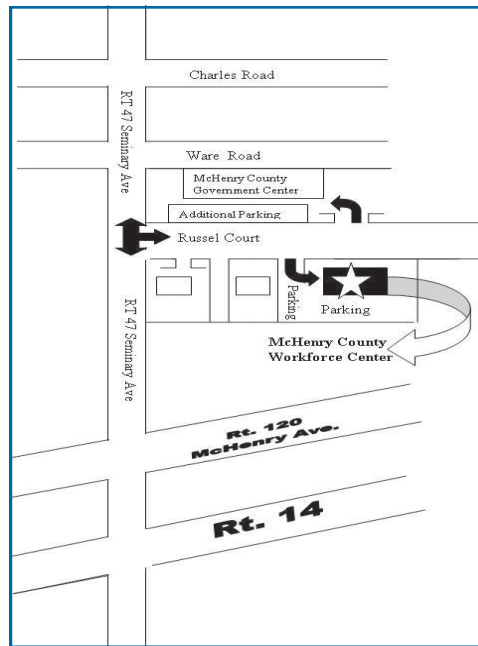
The Job Search Workshop will explore ways to help you with your job search by highlighting those areas that you may have never used or need a little assistance with the interview process, networking, phone and email messages.

REENTRY (Ex-Offender) JOB SEARCH GROUP

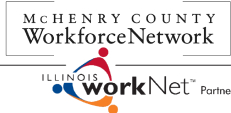
Tuesday's, 10 -11am

This group is designed to aid individuals with barriers to employment to get on the right track with their job search. We will discuss how to highlight your skills to an employer and review helpful interview strategies.

Registration is required. Call 815-334-2773 OR email PCHall@mchenrycountyil.gov to reserve your spot.



Parking permitted in MCWN lot and across the street in Government Center ONLY. ALL OTHER LOTS WILL TOW VEHICLES.



500 Russel Court
Woodstock, IL 60098
Phone (815) 338-7100
Fax (815) 338-7125

www.mchenrycountyworkforce.com



*McHenry County Workforce Network is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers may be reached by persons using TTY/TDD equipment by calling **TTY (800) 526-0844 or 711.***

Si es necesario, llamar al 888-528-6692 para la traducción y comprensión de la información en este documento.

May 2018

MCHENRY COUNTY
WorkforceNetwork



McHenry County Workforce Center

500 Russel Court
Woodstock, IL 60098
(815) 338-7100 x2771
workforcecenterRR@yahoo.com

Resource Room Hours
Monday-Friday
8:30am - 4:00pm

A proud partner of the
americanjobcenter
network

Career Workshops and Services

Personalized Job Search Assistance Services

To sign up, contact the professional directly by email.

RESUME CRITIQUE

30 - 45 minute sessions

Dean Eitel - 1st and 3rd Mondays
10am-12pm

Email: deitel@depaul.edu

Michael Kelley - 2nd and 4th Wednesdays
9 - 11:15am

Email: pchall@mchenrycountyil.gov

Kathy Hayhurst - 2nd Friday
9 - 11:30am

Email: mcwnkmh@gmail.com

MOCK INTERVIEW

60 minute sessions

Dan Jahrke - 1st and 3rd Thursdays
11am - 2pm

Email: mcwnjahrke@outlook.com

Former and Returning Military Personnel

Dennis Nix - Tuesdays - 9 - 11am

mcwndtn@gmail.com

LINKEDIN CRITIQUES

Session is for profile review and / or Q&A about LinkedIn usage

Bruce Bennett - 2nd and 4th Mondays
9:00am - 12:00pm

mcwnbennett@hotmail.com

Career Workshops and Services

- Available to all Job Seekers, FREE of charge
- Seminars are NOT considered "training" by IDES.

Seating is Limited for all Workshops and Services!

To reserve your space call (815) 338-7100 ext. 2771 or email workforcecenterRR@yahoo.com

CAREER PATHWAYS WORKSHOP

Tuesday, May 8, 1 - 2:30pm

This workshop is designed to help assess your skills and interests as you develop a career plan and learn ways to align yourself with high growth occupations in McHenry County. **Seating is limited to 8 so reserve your space today by calling 815-338-7100 ext. 2771 or email workforcecenterRR@yahoo.com**

RESUME AND COVER LETTER WORKSHOP

Tuesday, May 15, 1 - 3:30pm

This workshop is designed to provide guidance on resume trends and job search correspondence. Workshop will involve rewriting current resume or starting from scratch. We will also review some basic guidelines around writing an effective cover letter. Please bring a digital copy of your current resume if you have one. **Seating is limited to 8 so reserve your space today by calling 815-338-7100 ext. 2771 or email workforcecenterRR@yahoo.com**

INTERVIEW WORKSHOP

Tuesday, May 22, 1 - 3:30pm

This workshop is designed to give tips and trick on handling the entire interview. We will cover everything from what to wear to how to send a follow up letter. **Seating is limited to 8 so reserve your space today by calling 815-338-7100 ext. 2771 or email workforcecenterRR@yahoo.com**

Explore the Illinois Workforce Portal

www.illinoisworknet.com

Set up an account today and discover career and labor market resources such as...

- A career skills and interest assessment that will recommend jobs and career areas tailored to you and provide links to occupational descriptions including salary and job outlook.
- Guidance on how to plan a job search, create a resume and start networking.
- The five key sectors of the Illinois economy with expected job growth.

NETWORK TO SUCCESS JOB CLUB

McHenry County Workforce Center
500 Russel Court, Woodstock, IL

HOW TO USE INTERNET JOB BOARDS

Wednesday, May 9

1 - 4pm

In this Job Club session, you will be given advice on how to use job boards on the internet for your job search. Topics will include, what is the best job board for your specific job search, how to post a resume, search for a specific job, and apply for a job.

Presented by Pete Hall, Business Services Representative, MCWN

Remember to stay for our networking session that follows each presentation!

COMPUTER CLASSES

All classes are held 10am - 12pm

Friday, May 4 - Microsoft Word 2013
Friday, May 18 - Microsoft Excel 2013

Seating is limited. You must reserve your space by calling (815) 338-7100 ext. 2771 or email workforcecenterRR@yahoo.com

On Site JOB FAIRS

10am - 1pm

May 4, Manpower
May 7, Sustainable Staffing Agency
May 8, Fresh Page Home Improvements
May 9, Home Instead Senior Care

For an updated list and more information visit:
www.mchenrycountyworkforce.com