



# Mechanicsville Community Employment Center

7147 Brandy Run Drive  
 Mechanicsville, Virginia 23111  
 (804) 417-6721

## Hours of Operation

Monday thru Thursday 9:00am – 4:00pm  
 Friday 9:00am – 1:00pm

# May 2017

Our business is changing lives.... Helping people to help themselves through the power of work.

Monday	Tuesday	Wednesday	Thursday	Friday
<b>1 Social Media Workshop</b>  Learn how social media can help your job search Wed., May 3 <sup>rd</sup> 1:00pm – 3:00pm	<b>2 INFORMATION SESSION</b>  10:00am	<b>3 HIRING EVENT</b>  10:00am – 12:00pm <b>On-The-Spot Interviews!</b>	<b>4 GoodPREP My Résumé Workshop</b> 2:00pm – 4:00pm	<b>5 RÉSUMÉ REVIEW</b>  Sign up at the desk to reserve your spot! Space is limited. (by appointment only) 10:00am-12:00pm
<b>8 LOOKING FOR WORK</b> <b>Stop by to register for an Employer Event!</b>	<b>9 HIRING EVENT</b>  Delaware North Companies 10:00am – 12:00pm <b>On-The-Spot Interviews!</b>	<b>10 HIRING EVENT</b>  10:00am – 12:00pm <b>On-The-Spot Interviews!</b>	<b>11 GoodPREP My Skills Workshop</b> 2:00pm – 4:00pm	<b>12 Orientation I Goodwill Services</b> 9:00am – 9:30am <b>Orientation II Meet with an ES</b> 9:30am – 11:00am
<b>15 HIRING EVENT</b>  10:00am – 12:00pm <b>On-The-Spot Interviews!</b>	<b>16 HIRING EVENT</b> <b>TravelNurses, Inc.</b> 10:00am – 12:00pm <b>On-The-Spot Interviews!</b>	<b>17 HIRING EVENT</b>  10:00am – 12:00pm <b>On-The-Spot Interviews!</b>	<b>18 INFORMATION SESSION</b>  10:00am – 12:00 pm <b>WORKSHOP My Image</b>  2:00pm – 4:00pm	<b>19 RÉSUMÉ REVIEW</b>  Sign up at the desk to reserve your spot! Space is limited. (by appointment only) 10:00am-12:00pm
<b>22 FREE TRAINING Customer Service Training</b>  <b>Call to register for an Information Session!</b>	<b>23 INFORMATION SESSION</b>  10:00am – 12:00pm	<b>24 INFORMATION SESSION</b>  <b>SECOND CHANCES YOUTH SERVICES</b> <small>*WHERE EVERYONE DESERVES A SECOND CHANCE!</small> 10:00am – 12:00pm	<b>25 WORKSHOPS</b>  9:00am – 11:30am <b>GoodPREP My Interview Workshop</b> 2:00pm – 4:00pm	<b>26 Orientation I Goodwill Services</b> 9:00am – 9:30am <b>Orientation II Meet with an ES</b> 9:30am – 11:00am
<b>29 CENTER CLOSED</b> 	<b>30 HIRING EVENT</b>  Short Pump Location 10:00am – 12:00pm <b>On-The-Spot Interviews!</b>	<b>31 HIRING EVENT</b>  10:00am – 12:00pm	 <b>Register &amp; complete these classes &amp; get on your way to a \$75 incentive!</b> Basic Budgeting May 10 <sup>th</sup> 10:00am – 12:30pm Using Credit to Your Advantage May 17 <sup>th</sup> 10:00am – 11:30 am Planning For Your Future May 24 <sup>th</sup> 10:00am – 11:30am	

## ADA Compliance

In compliance with the Americans with Disabilities Act, Goodwill will make available reasonable accommodations for persons with disabilities who wish to participate in workshops open to the general public. Notification of seven business days prior to the event will be needed to make arrangements to provide reasonable accommodations.

Contact the Employment Center with your request. Please include the requested accommodation and your contact (804) 745-6300

## Connect with us today!

[www.goodwillvirginia.org](http://www.goodwillvirginia.org)

[employmentcenter@goodwillvirginia.org](mailto:employmentcenter@goodwillvirginia.org)

### REMINDER:

Sign up for TEXT ALERTS



### Basic Budgeting

Wednesday, May 10th 10:00am -12:30pm

### Using Credit for your Advantage

Wednesday, May 17th 10:00am – 11:30am

### Planning for your Future

Wednesday, May 24<sup>th</sup> 10:00am – 11:30am

### Incentive Requirements:

- The participant must take three classes and two mentoring sessions to receive \$75.00
- The participant is eligible for another \$25.00 incentive after he/she completes a 30, 60 and 90 day check in with the mentor.

### Want to Register? Have Questions?

Contact Deborah Hall  
(804) 971- 0439



## Found A Job?

Call us with your  
new job information....

We will enter your name to win a prize!

**(804) 417-6721**

### **New Workshops**....RSVP Today **(804)417-6721**

Sign-up now for our **new** GoodPREP series this month Interpersonal Skills and Using Social Media.

<b>Using Social Media</b>	May 3 <sup>rd</sup>	1:00pm
<b>My Skills</b>	May 11th	2:00pm

## Employment Center Services

### JOB LEADS

Current Job leads, Job Fairs

### CAREER PLANNING

Assessment Tools, Case Management

### WORKSHOPS

Varied topics: résumé writing, interviewing skills, money matters, company presentations & more

### ELECTRONIC SERVICES

Computers, Copier, Fax, Internet, & Email

### EX-OFFENDER OUTREACH

Re-Entry Employment Workshop

### SPECIALIZED TRAINING

Customer Service  
Hospitality  
Onsite GED & ELL

**\*10 Page maximum copies allowed/fax for employment/training purposes only.**

### NORTHSIDE CEC

2606-B Chamberlayne Avenue  
Richmond, VA 23222  
(804) 823-2787

### RICHMOND CEC

6301 Midlothian Turnpike  
Richmond, VA 23225  
(804) 745-6300

### PETERSBURG CEC

65 Crater Circle  
Petersburg, VA 23805  
(804) 451-1773

### HAMPTON CEC

1911 Saville Row  
Hampton, VA 23666  
(757) 951-4200

Note: Hours vary by location, call the center nearest you for more details on upcoming events!