

October 2020



A partner of the [americanjobcenter](#) network

CLOSED - Remote operations due to COVID-19 until further notice. You can find current updates on <https://southseattle.edu/coronavirus>.

We are Available Remotely to Help You.

Monday	Tuesday	Wednesday	Thursday	Friday
<div style="border: 1px solid black; padding: 10px; text-align: center;"> <p>Click links to access resources</p> </div>			1	2
			<p><u>Virtual Walk-In Hours</u> 11AM -1PM</p> <p><u>Workforce Virtual Walk-In Hours</u> - 1PM – 4PM</p> <p><u>Career Specialist Walk-In Hours</u> 1:30PM - 3:30PM</p>	
5	6	7	8	9
<p><u>Virtual Walk-In Hours</u> 11AM -1PM</p> <p><u>Benefits Hub Virtual Drop-In Hours</u> – 11AM –1PM</p>	<p><u>Virtual Walk-In Hours</u> 11AM -1PM</p> <p><u>Benefits Hub Virtual Drop-In Hours</u> – 9AM – 11AM</p>	<p><u>Virtual Walk-In Hours</u> 11AM -1PM</p> <p><u>Virtual Workshop/ SPL</u> <u>Build a Resume</u> - 5PM – 7PM</p>	<p><u>Virtual Walk-In Hours</u> 11AM -1PM</p> <p><u>Workforce Virtual Walk-In Hours</u> - 1PM – 4PM</p> <p><u>Career Specialist Walk-In Hours</u> 1:30PM - 3:30PM</p>	
12	13	14	15	16
<p><u>Virtual Walk-In Hours</u> 11AM -1PM</p> <p><u>Benefits Hub Virtual Drop-In Hours</u> – 11AM –1PM</p>	<p><u>Virtual Walk-In Hours</u> 11AM -1PM</p> <p><u>Benefits Hub Virtual Drop-In Hours</u> – 9AM – 11AM</p>	<p><u>Virtual Walk-In Hours</u> 11AM -1PM</p> <p><u>Virtual Workshop/ SPL</u> <u>Target and Refine a Resume</u> 5PM – 7PM</p>	<p><u>Virtual Walk-In Hours</u> 11AM -1PM</p> <p><u>Workforce Virtual Walk-In Hours</u> - 1PM – 4PM</p> <p><u>Career Specialist Walk-In Hours</u> 1:30PM - 3:30PM</p>	
19	20	21	22	23
<p><u>Virtual Walk-In Hours</u> 11AM -1PM</p> <p><u>Benefits Hub Virtual Drop-In Hours</u> – 11AM –1PM</p>	<p><u>Virtual Walk-In Hours</u> 11AM -1PM</p> <p><u>Benefits Hub Virtual Drop-In Hours</u> – 9AM – 11AM</p>	<p><u>Virtual Walk-In Hours</u> 11AM -1PM</p> <p><u>Virtual Workshop/ SPL</u> <u>Interview Skills in a Digital Age</u> 5PM – 7PM</p>	<p><u>Virtual Walk-In Hours</u> 11AM -1PM</p> <p><u>Workforce Virtual Walk-In Hours</u> - 1PM – 4PM</p> <p><u>Career Specialist Walk-In Hours</u> 1:30PM - 3:30PM</p>	
26	27	28	29	30
<p><u>Virtual Walk-In Hours</u> 11AM -1PM</p> <p><u>Benefits Hub Virtual Drop-In Hours</u> – 11AM –1PM</p>	<p><u>Virtual Walk-In Hours</u> 11AM -1PM</p> <p><u>Benefits Hub Virtual Drop-In Hours</u> – 9AM – 11AM</p>	<p><u>Virtual Walk-In Hours</u> 11AM -1PM</p> <p><u>Virtual Workshop/ SPL</u> <u>Career Exploration</u> - 5PM – 7PM</p>	<p><u>Virtual Walk-In Hours</u> 11AM -1PM</p> <p><u>Workforce Virtual Walk-In Hours</u> - 1PM – 4PM</p> <p><u>Career Specialist Walk-In Hours</u> 1:30PM - 3:30PM</p>	

EQUAL OPPORTUNITY –EQUAL ACCESS

WorkSource is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. WA Relay Services: 711



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We are available remotely to help you – Monday thru Thursday

CAREER SPECIALIST WALK-IN HOURS – Thursdays 1:30pm to 3:30pm

Come meet with an Embedded Career Specialist (ECS) to get help with your resume and, for students, discuss internship options. Internships can be paid and used to gain academic credits, while furthering your experience in the field.

WORKSOURCE VIRTUAL WALK-INS – Monday thru Thursday 11am to 1pm

General questions, Job Opportunity Info, Resume help, Resource Referrals, Employer Contact.

WORKSOURCE WORKSHOPS – Wednesdays 5pm to 7pm

***HOW TO BUILD A RESUME** - Designed for individuals unsure of where to begin in writing a resume. We'll discuss the purpose of a resume, the various sections within a resume, different resume styles, and strategies for formatting.

***TARGET AND REFINE A RESUME** - A resume is one of the first chances you have to impress a potential employer and a necessity in your job search. During the Resume workshop, you will have support in developing a strong resume tailored to the position you're applying to. Get assistance with formatting, content, proofreading and more. Please bring your resume and a job description for the position you are interested in.

***INTERVIEW SKILLS IN A DIGITAL AGE** - This workshop addresses general preparation, researching companies, what to expect, and answering behavior-based and other tough, important interview questions. We'll also cover tips specific to virtual/video interviews as well.

***IDEAL CAREER/CAREER EXPLORATION** - Learn skills and be introduced to the long-term value of career exploration and planning, identify factors influencing your career choice(s), and employ career exploration resources to develop specific next steps in your career exploration process.

For more workshops visit WorkSourcewa.com

RESOURCE INFORMATION

UNEMPLOYMENT INFORMATION - For information on Unemployment Insurance and how to file a claim, go to <https://esd.wa.gov/unemployment>, call 800.318.6022 or join a Webinar at <https://esd.wa.gov/newsroom/introduction-to-unemployment-insurance-public-webinar>.

UNITED WAY BENEFITS HUB - The Benefits Hub is an on-campus resource that connects you to a variety of benefits and support services like ORCA LIFT enrollment, financial coaching, housing support and tax prep. You can make an appointment or drop-in anytime during the hub service walk-in hours. For more information go to <https://southseattle.edu/benefits-hub>.

COURSERA - WorkSource has partnered with [Coursera](#) the world's leading online learning platform to help you learn job-relevant skills that employers are seeking. Sign up before October 31, 2020 with us, take the courses and get certificates for free until December 31, 2020. Interested? Email worksource@seattlecolleges.edu with the subject – Coursera. We will send you the details.

* This workshop provides job search credit for individuals claiming Unemployment Insurance benefits.

**Please contact the WorkSource front desk for questions or details at (206) 934-5304
South Seattle College 6000 16th Ave. SW, Seattle, WA 98106**

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