

April, 2024



Please follow up with your ETS to register for workshops

Mon	Tues	Wed	Thurs	Fri
1	2	3	4	5
steps2work Office Closed for Easter Monday		10:00am – 10:45am Top 10: Eating on a Budget	10:00am – 10:45am Top 10: Resume Mistakes to Avoid	10:00am – 10:45am Top 10: Conflict Management
	9:00am – 3:30pm Job Search Lab	9:00am – 3:30pm Job Search Lab	9:00am – 3:30pm Job Search Lab	9:00am – 3:30pm Job Search Lab
	1:30pm – 2:30pm Mindful Movement	1:30pm – 3:30pm Email Tools, Apps & Etiquette		
8	9	10	11	12
10:00am – 10:45am Top 10: Start Your Day Off Right *M		10:00am – 10:45am Top 10: Questions to Ask an Interviewer	10:00am – 10:45am Top 10: Cover Letters	10:00am – 10:45am Top 10: Boundaries
9:00am – 3:30pm Job Search Lab	9:00am – 3:30pm Job Search Lab	9:00am – 3:30pm Job Search Lab	9:00am – 3:30pm Job Search Lab	9:00am – 3:30pm Job Search Lab
1:30pm – 3:30pm Self-Esteem	1:30pm – 2:30pm Mindful Movement		1:30pm – 3:30pm Coffee Club	
15	16	17	18	19
10:00am – 10:45am Top 10: Being Mindful Everyday *M		10:00am – 10:45am Top 10: Email Mistakes to Avoid	10:00am – 10:45am Top 10: References	10:00am – 10:45am Top 10: Indeed
9:00am – 3:30pm Job Search Lab	9:00am – 3:30pm Job Search Lab	9:00am – 3:30pm Job Search Lab	9:00am – 3:30pm Job Search Lab	9:00am – 3:30pm Job Search Lab
1:30pm – 3:30pm Retail: A Pathway to Your Dream Job	1:30pm – 2:30pm Mindful Movement	1:30pm – 3:30pm Talk Shop		

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Mon	Tues	Wed	Thurs	Fri
22	23	24	25	26
10:00am – 10:45am Top 10: Mindfulness in the Workplace *M	10:00am – 10:45am Orientation for New Participants	10:00am – 10:45am Top 10: Stop Procrastinating	10:00am – 10:45am Top 10: Professional Meeting Etiquette	10:00am – 10:45am Top 10: Dealing with Anxiety
9:00am – 3:30pm Job Search Lab	9:00am – 3:30pm Job Search Lab	9:00am – 3:30pm Job Search Lab	9:00am – 3:30pm Job Search Lab	9:00am – 3:30pm Job Search Lab
1:30pm – 3:30pm Disclosure of Disability	1:30pm – 2:30pm Mindful Movement		1:30pm – 3:30pm Coffee Club	
29	30	May 1	2	3
10:00am – 10:45am Top 10: How to Make Friends *M				Monday – Friday 9:00am – 3:30pm Job Search Lab is <u>Drop-In</u> (no sign-up required)
9:00am – 3:30pm Job Search Lab	9:00am – 3:30pm Job Search Lab	9:00am – 3:30pm Job Search Lab	9:00am – 3:30pm Job Search Lab	9:00am – 3:30pm Job Search Lab
1:30pm – 3:30pm Confidence	1:30pm – 2:30pm Mindful Movement			*M = Monday's Mindful Moment (Mindfulness exercise included in workshop.)