## **Career & Job Services**

2023 Calendar



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1 Informational Meetings @ 10-11AM	2 LinkedIn for Business @ 9:00AM-12:30PM	3
				Intermediate Excel @ 6:00-7:30PM	VIA Character Strengths @ 10:00AM-12:00PM	
4	5 Elevator Pitch @ 2:00-3:00PM Get Started @ 6:30-8:30PM	Interviewing Skills Workshop @ 10AM-12PM	<b>7</b> NKYAG @ 9:15-11:30AM Lead and Let Live @ 6:00-8:00PM	<ul> <li>Core Skills Workshop</li> <li>@ 10:00AM-11:30AM</li> <li>Twitter and Instagram</li> <li>@ 6-7:30PM</li> </ul>	<b>9</b> Intro. to Online Learning @ 10-11AM	<b>10</b> Getting Things Done @ 10:30AM-12:00PM
11	Ceating a Spotlight Document @6:00-7:30PM Toastmasters @ 6:45-8:30PM	<ul> <li>13 Improve Your Resume w/ Practical Strategies</li> <li>@ 2:00-3:00PM</li> <li>Build Your Online Brand</li> <li>@ 6:00-7:30PM</li> </ul>	<b>14</b> NKYAG @ 9:15-11:30AM	<b>15</b> Exploring O*Net @ 10-11AM	16	17
18	<b>19</b> Resume Basics Today @ 1:00-3:00PM	20 Get Started @ 10AM-12PM LinkedIn Photo Session @ 5:00-7:00PM	21 NKYAG @ 9:15-11:30AM Supercharge Your LinkedIn @ 1:00-2:30PM	<b>22</b> Lean Six Sigma @ 9AM-1PM Content Planning 101 @ 10-11AM	<ul><li>Job Search</li><li>Correspondence</li><li>@ 10-11:30AM</li></ul>	24 MS Teams @ 10:30AM-12:00PM
25	26 Elevator Pitch @ 6:00-7:30PM Toastmasters @ 6:45-8:30PM	27 Power Your Job Search w/ Google Tools @ 2:00-3:00PM	28 NKYAG @ 9:15-11:30AM Transferable Skills Workshop @ 6:00-7:30PM	29 Data Axle @ 2:00-3:30PM Advanced Excel @ 6:00-7:30PM	30	1
2	3	4	5	6	7	8

**Locations** 

## ERLANGER | COVINGTON | INDEPENDENCE | HYBRID | ONLINE VIA ZOOM | OUTSIDE GROUP

Please note, class names may be abbreviated. Please click the program to go to the corresponding registration page.

