

# Palm Bay Workshops for Jan 2023



Palm Bay Career Center  
5275 Babcock St NE  
Palm Bay Florida 32905  
321-504-7600

**Featured Event of the Month:**  
**LinkedIn Workshop – Wednesday January 17** ★  
**11:00am**

Monday	Tuesday	Wednesday	Thursday	Friday
<p><b>All Centers Closed</b> 2 <b>Happy New Year's (Observed)</b></p>	<p>3 Resume Writing 10:00am  Preparing for the Interview 3:00pm</p>	<p>4 Your Career Destiny 9:30 am  NextGen Info Session 4:00pm</p>	<p>5 Education and Training Opportunities 9:30am  Essential Soft Skills 1100am  SkillUp with Free Online Learning 3:00pm</p>	6
<p>9 Orientation to CareerSource Brevard and EmployFlorida 10:00am  Job Search Strategies 3:00pm</p>	<p>10 Preparing for the Interview 9:30am  AARP Coaching Overview Workshop 9:30am  Money Management 11:30 am  Virtual Salesforce Training Info Session 3:00pm  Resume Writing 3:00pm</p>	<p>11 How to Answer the Most Common Interview Questions 9:30am  AARP Coaching Overview Workshop 9:30am  NextGen Info Session 4:00pm</p>	<p>12 Overview of Veterans' Services 10:00am  Essential Soft Skills 1100am  Education and Training 3:00pm</p>	13
<p><b>All Centers Closed</b> 16</p>	<p>17 Resume Writing 9:30am  ★ LinkedIn 11:00am  Virtual Salesforce Training Info Session 3:00pm  Preparing for the Interview 3:00pm</p>	<p>18 Your Career Destiny 9:30 am  Mock Interview 3:00pm  NextGen Info Session 4:00pm</p>	<p>19 Veteran's Resume Customizing for Civilian Hiring Managers 10:00am  Essential Soft Skills 1100am  Mock Interview 11:00am  Education and Training 3:00pm</p>	20
<p>23 RISE – VIRTUAL Workshop 9:00am  Orientation to CareerSource Brevard and EmployFlorida 10:00am  Job Search Strategies 3:00pm</p>	<p>24 RISE – VIRTUAL Workshop 9:00am  Preparing for the Interview 9:30am  Super Tuesday VIRTUAL Job Fair 11:00am  Virtual Salesforce Training Info Session 3:00pm  Resume Writing 3:00pm</p>	<p>25 RISE – VIRTUAL Workshop 9:00am  How to Answer the Most Common Interview Questions 9:30am  Education and Training Opportunities 3:00pm  NextGen Info Session 4:00pm</p>	<p>26 Preparing Veteran's for the Interview 10:00am  Essential Soft Skills 1100am</p>	27
<p>30 Orientation to CareerSource Brevard and EmployFlorida 10:00am  Job Search Strategies 3:00pm</p>	<p>31 Resume Writing 9:30am  Virtual Salesforce Training Info Session 3:00pm  Preparing for the Interview 3:00pm</p>	<p>Feb 1 Your Career Destiny 9:30 am  NextGen Info Session 4:00pm</p>	<p>Feb 2 Education and Training Opportunities 9:30am  SkillUp with Free Online Learning 3:00pm</p>	Feb 3

See other side for descriptions and links to register

**HOW TO REGISTER:** A complete and account on [www.employflorida.com](http://www.employflorida.com) is required.

1. Log on to [careersourcebrevard.com](http://careersourcebrevard.com).
2. Scroll across the "Calendar" and choose "All Events"
3. Find your workshop
4. Follow the prompts to register
5. All workshops are in person and scheduled to begin on time. There will be no admittance 10 minutes after the start of the workshop.



<p><b>AARP OVERVIEW COACHING WORKSHOP</b> Our BACK TO WORK 50+ program offers effective career guidance strategies and resources needed to compete with confidence for today's in-demand jobs. Experienced coaches help you focus on the steps you need to succeed in your job search! AARP membership is not required for participation. Call 855-850-2525 or register online <a href="#">HERE</a></p>
<p><b>ASK THE RECRUITERS (Q &amp; A Panel Discussion)</b> Don't miss your opportunity to hear from multi-industry employers and hiring managers as they provide information on their organizations, available job openings and events! Get inside information on interviewing techniques, resume best practices and effective career strategies to assist you in your job or career search! Register <a href="#">HERE</a></p>
<p><b>BACK TO WORK 50+ SENIOR JOB FAIR</b> Meet Brevard's hiring managers and learn about jobs available all in one location! Connect with community agencies PLUS get a FREE professional headshot! Register <a href="#">HERE</a></p>
<p><b>COMMUNICATION and CONFLICT MANAGEMENT</b> Understanding your communication and conflict management styles is important to assist you in succeeding and collaborating in the workplace. Learn your styles, how to identify other's patterns and how to work with a diverse group of communication and conflict management behaviors. Titusville Register <a href="#">HERE</a> Rockledge Register <a href="#">HERE</a> Palm Bay Register <a href="#">HERE</a></p>
<p><b>CREATING &amp; SAVING DOCUMENTS WITH GOOGLE</b> This class will focus on the free tools included with a Gmail account. Gmail has a word processor that you can use as an alternative to Microsoft Word, which you can use to write a resume and cover letter. Then you will learn about how to save your documents in "the cloud," which saves you from purchasing and keeping track of a flash drive. <a href="#">Registration coming soon</a></p>
<p><b>EDUCATION &amp; TRAINING OPPORTUNITIES</b> Brevard employers are hiring now! Learn how to get the free training and skills for "in-demand" occupations in Brevard County. Join us to discuss the necessary steps and preliminary qualifications for receiving grants, scholarships, career guidance and financial assistance through CareerSource Brevard. This is a 4-hour workshop. Must sign up to attend; no walk-ins. Titusville Register <a href="#">HERE</a> Rockledge Register <a href="#">HERE</a> Palm Bay Register <a href="#">HERE</a> Virtual Evening Sessions Register <a href="#">HERE</a></p>
<p><b>ESSENTIAL SOFT SKILLS</b> Get a job quicker – Make your resume stand out – Make yourself even MORE valuable and get the job YOU want. Free Training to find out what soft skills Brevard County employers are looking for. Titusville Register <a href="#">HERE</a> Rockledge Register <a href="#">HERE</a> Palm Bay Register <a href="#">HERE</a></p>
<p><b>HOW TO ANSWER THE MOST COMMON INTERVIEW QUESTIONS</b> Is there a job interview question that you are not sure how to answer? Have you found yourself wondering, <i>what are they really asking me?</i> In this interactive workshop, we will discuss the most common job interview questions and the most effective ways to answer them. Titusville Register <a href="#">HERE</a> Rockledge Register <a href="#">HERE</a> Palm Bay Register <a href="#">HERE</a></p>
<p><b>JOB SEARCH STRATEGIES</b> Let us show how to effectively and successfully job search using Employ Florida, Indeed and other internet sites. Keywords on your Resume, Application Tracking Systems, and the importance of Cover Letters will be discussed as well as attending Job Fairs and Recruiting Events. Also, how to access Hot Jobs, and how to resourcefully use Employ Florida's Virtual Recruiter. Titusville Register <a href="#">HERE</a> Rockledge Register <a href="#">HERE</a> Palm Bay Register <a href="#">HERE</a></p>
<p><b>LEADERSHIP AND MENTORING SKILLS</b> Leadership and Mentoring Skills are on the Top 10 list of talents that employers look for. If you are looking to advance your career, demonstrating these skills is the first step to obtaining a supervisory or management role. Titusville Register <a href="#">HERE</a> Rockledge Register <a href="#">HERE</a> Palm Bay Register <a href="#">HERE</a></p>
<p><b>LINKEDIN</b> More than 75% of employees obtain their employment through some element of networking. This workshop will focus on ways you can use LinkedIn to network, to research your industry, investigate a company, and learn about job openings. The workshop will discuss how to elevate your LinkedIn profile, methods on using LinkedIn as a job board and how a recruiter will use this site to find candidates. Titusville Register <a href="#">HERE</a> Rockledge Register <a href="#">HERE</a></p>
<p><b>MONEY MANAGEMENT</b> Struggling to pay the bills? Can't cope on a limited budget? Trying to achieve financial stability? FREE workshop geared toward teaching you the basics. Titusville Register <a href="#">HERE</a> Rockledge Register <a href="#">HERE</a> Palm Bay Register <a href="#">HERE</a></p>
<p><b>NEXTGEN INFORMATION SESSION</b> For young adults ages 17-24 who have a high school diploma or equivalent and not enrolled in school. Must be actively seeking employment. Session includes overview of no-cost assistance available, eligibility review, program application and next step instructions to enroll. Titusville Register <a href="#">HERE</a> Rockledge Register <a href="#">HERE</a> Palm Bay Register <a href="#">HERE</a></p>
<p><b>ORIENTATION TO CAREERSOURCE BREVARD SERVICES and EMPLOYFLORIDA.COM</b> If you are unemployed or looking for a better job, we can help! This workshop will highlight the programs and services that will assist you in successfully obtaining employment. Learn how to navigate employflorida.com, the State's largest job board, for job searching strategies, setting up job alerts with Virtual Recruiter, access labor market information to see which occupations need you most and much more! Titusville Register <a href="#">HERE</a> Rockledge Register <a href="#">HERE</a> Palm Bay Register <a href="#">HERE</a></p>
<p><b>OVERVIEW OF VETERANS' SERVICES</b> This presentation will include an overview of Veteran's services provided by Career Source Brevard Veterans program. <b>To attend at the career center most convenient for you, Register <a href="#">HERE</a></b></p>
<p><b>PREPARING FOR THE INTERVIEW</b> Focused on the importance of preparation and practice, this workshop is designed to reduce the anxiety and stress associated with the interview process. Understand how to be the most effective in a phone, virtual or in-person interview; how to target your answers to what an employer is asking and how to generate meaningful questions. Mastering these will separate you from other candidates! Titusville Register <a href="#">HERE</a> Rockledge Register <a href="#">HERE</a> Palm Bay Register <a href="#">HERE</a></p>
<p><b>PREPARING FOR THE JOB FAIR</b> Learn how to get the most out of a job fair, practical resume &amp; interviewing tips, marketing yourself to employers, how to dress for success, follow-up, and so much more! Register <a href="#">HERE</a> For Live Palm Bay or Virtual attendance</p>
<p><b>PREPARING VETERANS FOR THE INTERVIEW</b> Hear from our Veteran staff on the importance of preparation and practice. This workshop is designed to reduce the anxiety and stress associated with the interview process. We will discuss how to articulate to civilian employers that you are <b>THE RIGHT PERSON</b> for the job. <b>To attend at the career center most convenient for you, Register <a href="#">HERE</a></b></p>
<p><b>RESUME LAB</b> Previous participation in the Resume Writing workshop is required to join the Resume Lab. This is a hands-on event where we will review, revise, and make recommendations on how your resume can be most effective and how to tailor it to specific job openings. <b>You MUST have a completed resume to attend.</b> Rockledge Register <a href="#">HERE</a> Palm Bay Register <a href="#">HERE</a></p>
<p><b>RESUME WRITING</b> Today's resumes need to be a commercial of your talents, not a list of job descriptions. Learn how to highlight your skills, knowledge, and abilities so employers notice them! Discover what Applicant Tracking Systems are and how to write effective cover letters. Titusville Register <a href="#">HERE</a> Rockledge Register <a href="#">HERE</a> Palm Bay Register <a href="#">HERE</a></p>
<p><b>RISE/RE-ENTRY TO EMPLOYMENT</b> The RISE program is designed to help establish career pathways for ex-offenders. Participating in RISE will help you learn how to market yourself, successfully participate in an interview, build a resume, discuss your background with employers, and more. Virtual Event Register <a href="#">HERE</a> Titusville Register <a href="#">HERE</a> Rockledge Register <a href="#">HERE</a> Palm Bay Register <a href="#">HERE</a></p>
<p><b>SALESFORCE VIRTUAL INFORMATION SESSION</b> An information session for Brevard County FL residents to find out about Salesforce Administrator Training with paid work experience. Register <a href="#">HERE</a></p>
<p><b>SKILLUP WITH FREE ONLINE LEARNING</b> Overview of Metrix Learning, which contains over 6,000 online courses that are FREE to CareerSource customers. Whether you are looking to brush up on skills or learn completely new ones, SkillUp has your class to enhance or enrich your employability! Titusville Register <a href="#">HERE</a> Rockledge Register <a href="#">HERE</a> Palm Bay Register <a href="#">HERE</a></p>
<p><b>SO, YOU WANT TO WORK FROM HOME</b> The number of remote jobs posted has increased 600% in the last year! We will present the pros and cons of working from home and discuss where to find legitimate companies hiring remote employees. Titusville Register <a href="#">HERE</a> Rockledge Register <a href="#">HERE</a> Palm Bay Register <a href="#">HERE</a></p>
<p><b>SUPER TUESDAY VIRTUAL JOB FAIR</b> Join this monthly hiring event online for access to local employers for access to immediate work opportunities Have your resume ready to upload! On-the-spot interview available! Register <a href="#">HERE</a></p>
<p><b>THE TOP 10 MOST SOUGHT-AFTER SKILLS BY EMPLOYERS</b> Discover the 10 skills 95% of U.S. Employers are seeking in prospective employees. You might be surprised how many of them you already have. But if you don't, we will discuss where to get them. Titusville Register <a href="#">HERE</a> Rockledge Register <a href="#">HERE</a> Palm Bay Register <a href="#">HERE</a></p>
<p><b>VETERAN'S RESUME CUSTOMIZING FOR CIVILIAN MANAGERS</b> Are you a Veteran or Career Transitioning Military Member seeking an opportunity to improve your employability? This workshop is designed to translate your exceptional military skills into a highly effective civilian resume and learn key interview techniques. <b>To attend at the career center most convenient for you, Register <a href="#">HERE</a></b></p>
<p><b>YOUR CAREER DESTINY</b> Learn which jobs and careers are in high demand! Uncover the current wage range for jobs in Brevard County; how to locate training providers; and which occupations are best suited for your strengths and current abilities. Titusville Register <a href="#">HERE</a> Rockledge Register <a href="#">HERE</a> Palm Bay Register <a href="#">HERE</a></p>