



# August 2019

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
	<p><i>All Consultation Sessions will be held in the Workforce Development Office located on the 2nd floor. Anyone interested in attending will have to sign-up at the Workforce Development Engagement desk. Participants will be seen on a first come, first served basis.</i></p>			<p><b>1</b> Open RWA Interviews 1:00-3:00pm</p>	<p><b>2</b> Workforce Development Orientation 10:00-11:30 am</p>	<p><b>3</b></p>
<p><b>4</b></p>	<p><b>5</b> Intro to HCEC Services 2:00-3:30 pm</p>	<p><b>6</b> Resume Consultation 11:00-2:00 pm</p>	<p><b>7</b> Resume/ Interviewing Consultation/ Spanish 11:00-2:00 pm</p> <p>Housing Search Workshop 10:30-12:00 pm</p>	<p><b>8</b> Open RWA Interviews 1:00-3:00pm</p>	<p><b>9</b> Workforce Development Orientation 10:00-11:30 am</p>	<p><b>10</b></p>
<p><b>11</b></p>	<p><b>12</b> Intro to HCEC Services 2:00-3:30 pm</p>	<p><b>13</b> Banking 10:00-11:30 am</p> <p>Interviewing Skills Consultation 11:00-2:00 pm</p>	<p><b>14</b> CORI Consultation 10:00-1:00 pm</p> <p>Intro to HCEC Services 10:00-11:30 am</p>	<p><b>15</b> Open RWA Interviews 1:00-3:00pm</p>	<p><b>16</b> Workforce Development Orientation 10:00-11:30 am</p>	<p><b>17</b></p>
<p><b>18</b></p>	<p><b>19</b> Intro to HCEC Services 2:00-3:30 pm</p>	<p><b>20</b> Credit 10:00-11:30 am</p> <p>CORI Consultation 11:00-2:00 pm</p>	<p><b>21</b> Job Fair 10-12pm</p> <p>Fair Housing Workshop 10:30-12:00 pm</p> <p>Resume/ Interviewing Consultation/ Spanish 11:00-2:00 pm</p>	<p><b>22</b> Open RWA Interviews 1:00-3:00pm</p>	<p><b>23</b> Workforce Development Orientation 10:00-11:30 am</p>	<p><b>24</b></p>
<p><b>25</b></p>	<p><b>26</b> Intro to HCEC Services 2:00-3:30 pm</p>	<p><b>27</b> Budgeting 10:00-11:30 am</p> <p>Resume Consultation 11:00-2:00 pm</p>	<p><b>28</b> Creative Job Search 10:00-11:30 am</p> <p>Intro to HCEC Services 10:00-11:30 am</p> <p>CORI Consultation 10:00-1:00pm</p>	<p><b>29</b> Open RWA Interviews 1:00-3:00pm</p>	<p><b>30</b> Workforce Development Orientation 10:00-11:30 am</p>	<p><b>31</b></p>

<p><b>Interviewing Skills:</b></p> <p>Teaches participants the basics about the job application process and interviewing for a job. Topics include: interview preparation, common interview questions, how to handle gaps in your employment history, and references.</p>	<p><b>How to be a Smart Tenant:</b></p> <p>This workshop explores the relationship between tenants and landlords. Topics include; preparing for move-in, types of tenancies, rental agreements, reasonable accommodations, foreclosed properties and evictions. Offered through SMOC's Housing Consumer Education Center.</p>	<p><b>Intro to HCEC Services:</b></p> <p>This workshop is designed to provide information regarding different services that SMOC provides, as well as an in-depth look at financial assistance programs offered by the Housing Consumer Education Center (HCEC).</p>
<p><b>Resume &amp; Cover Letters:</b></p> <p>This workshop is for those who have never written a resume before or have a limited work history and gaps in employment. The importance of and how to write a cover letter and thank you letter will also be covered.</p>	<p><b>Housing Search Skills:</b></p> <p>This workshop is designed to assist with the effective search of private housing. Topics include apartment search and applications, presentation when applying and what to ask and look for prior to moving in. Offered through SMOC's Housing Consumer Education Center.</p>	<p><b>Banking:</b></p> <p>This workshop is designed explain the basics of banking. Topics include types of banking accounts, credit unions vs banks, how to balance a checking account and how to open a bank account. Offered through SMOC's Housing Consumer Education Center.</p>
<p><b>Your C.O.R.I &amp; Employment:</b></p> <p>This workshop prepares participants on how to handle questions on job applications and questions and answers about the effects of a criminal record on employment. CORI applications to request a CORI copy will be available upon request.</p>	<p><b>Affordable Housing:</b></p> <p>This workshop provides resources to different types of affordable housing. Topics covered include; state and federal public housing, section 8 voucher program, Massachusetts voucher program, elderly and disabled housing and how to apply and appeal if necessary. Offered through SMOC's Housing Consumer Education Center.</p>	<p><b>Lending:</b></p> <p>This workshop is designed to be a resource explaining different types of loans. Topics the value of a loan, types of loans, how to evaluate a loan, rent to own homes and discusses eligibility for accessing the Axuda loan program through DCU bank. Offered through SMOC's Housing Consumer Education Center.</p>
<p><b>Creative Job Search:</b></p> <p>There is a hidden job market out there! Come learn how to research targeted companies, network and develop a 30 second positioning statement. etc.</p>	<p><b>Fair Housing:</b></p> <p>This workshop is designed to educate tenants on housing discrimination. Topics include types of discrimination, reporting discrimination and fair housing laws. Offered through SMOC's Housing Consumer Education Center.</p>	<p><b>Credit:</b></p> <p>This workshop is designed to teach the importance of credit, how to understand your credit score, credit reports, how to build credit and steps to take to improve credit and dispute credit reports. Offered through SMOC's Housing Consumer Education Center.</p>
<p><b>Interviewing Skills in Spanish:</b></p> <p>Teaches participants the basics about the job application process and interviewing for a job. Topics include: interview preparation, common interview questions, how to handle gaps in your employment history, and references.</p>	<p><b>Resume in Spanish:</b></p> <p>This workshop is for those who have never written a resume before or have a limited work history and gaps in employment. The importance of and how to write a cover letter and thank you letter will also be covered.</p>	<p><b>Budgeting:</b></p> <p>This workshop is designed to be a resource on how to budget effectively. Topics include how to develop a budget, different types of expenses and creating a savings plan. Offered through SMOC's Housing Consumer Education Center.</p>
<p style="text-align: center;"><b>SMOC</b> 7 Bishop St Framingham, MA 01702</p> <p style="text-align: center;"><b>To register for workshops please call 508-620-2677</b></p>		