



July 2010 - CALENDAR OF EVENTS

(Closed Monday, July 5th)



Speaker Presentations (◆) are open to the public ~ Non-Members may attend for a fee of \$10 each. Networking sessions are open to the public for no charge.

6th Tue 7:00 pm NETWORKING: Making Connections/Gathering Information

Facilitated by: Rich Basarich, Sales & Marketing Executive, Doosan Infracore International

In today's employment market, job seekers must devote more time to building relationships. Connecting with new individuals is a powerful tool in moving your job search forward. Bring resumes, handbills, and business cards.

8th Thur 10:15 am "WHAT'S IN IT FOR ME?" ◆

Presented by: Keith Owens, Principal, Principle Communications

The key to all persuasive communication is crafting and delivering messages that make it clear the value you, the job seeker, can bring to them, the hiring company. Focusing on addressing the audience's needs (the "me") in the selling process is critical. Keith will focus on three key communications aspects of the job search: the 15- 20 second "elevator speech", developing targeted cover letters and "taking control" of the interview by anticipating and dealing effectively with the "tough questions".

12th Mon 10:15 am RESUME PREPARATION & PRESENTATION ◆

Presented by: Melissa Jensen, CRC Advisor & former Grainger Director of Employment Development

Getting noticed in today's competitive job market requires a resume that promotes your talents. Melissa will offer you a framework for identifying your strengths and review the content and format that employers are seeking.

13th Tue 7:00 pm INTRO TO LINKEDIN – CRC Clients Only – Registration Required

Instructed by: David O'Brien, CRC Advisor, Infogix Inc., HR Leader

David will review the characteristics of well crafted LinkedIn Profiles and highlight how to use LinkedIn effectively.

14th Wed 1:30 pm "REINVENTION: Charting a New Course in Mid-Career" ◆

Presented by: Lawrence Hedblom, CPCC, Managing Director of Springboard Unlimited

Join us for this interactive session that will reveal four steps to help you reinvent yourself for professional success and personal fulfillment. Lawrence will introduce tools you can use to match your passions, skills, and character strengths with market demand - one that places importance on resilience and agility. Real change can only be achieved through participating in all phases of transition. Learn how to make that happen!

19th Mon 10am-12pm INTRO TO POWERPOINT – CRC Clients Only – Registration Required - \$10 fee

Instructed by: Sherri Peterson, Sponsored by OASIS and AT&T Partnership in Technology

This hands-on class will introduce you to this presentation application. Knowledge of Windows a necessity.

20th Tue 7:00 pm "WHAT ARE YOUR UNIQUE TALENTS?" ◆

Presented by: Martina E. F. Horwitz, Coach, Synthesis LifeCoaching, LLC

Employers expect you to know and articulate what you have to offer. Have you made a list of your professional assets? Do you even know where to begin? Martina will introduce you to "Thru-Line", an easy to follow exercise that will help you uncover your assets. It's time to acknowledge your best professional assets...*Let's do it together!*

26th Mon 10:15 am "DESIGNING YOUR 'true' CAREER" ◆

Presented by: David Gladstein, Founder, The Career Navigator

You are not alone if you are being influenced to reconsider your career options because of the current economic environment, an unfulfilling job, or possible retirement. David will explore the feasibility and risks associated with career change, how to use a structured process to increase the probability of making the right choice and the importance of using personal assessments in the career decision making process. Learning the skill of "career engineering" is a tool that can help you stay viable in today's workplace.

27th Tue 4:30-6:30pm INTERMEDIATE EXCEL – CRC Clients Only – Registration Required - \$10 fee

Instructed by: Sherri Peterson, Sponsored by OASIS and AT&T Partnership in Technology

Expand your competencies in using this powerful data tracking application. Computer and Excel basics a must.

Hours: M W TH 9:30 am – 4:30 pm / TU 4:00 pm – 9:00 pm / F 9:30 am - 12:30 pm
847-295-5626 / info@CareerResourceCenter.org / www.CareerResourceCenter.org
Grove Cultural Campus, 40 East Old Mill Road, Suite 105, Lake Forest, IL 60045



Your Job Search Partner

Affordable – Individualized – Results Focused

Career Resource Center, Inc.®, established 20 years ago, is a regional, nonprofit career transition center that provides professional assistance to adults seeking employment. Our team of professionals energizes and empowers job seekers by offering education, training, and mentoring. CRC's comprehensive re-employment services focus on helping candidates **optimize their search efforts and maximize their results.**

CRC offers its clients comprehensive, individualized, supportive services that address current economic conditions. For a modest processing fee, clients have access to:

Services

Advisor Sessions: private, confidential one-hour sessions on any phase of the job search.

Internet Job Search Training: individual assistance with job sites, database of employers, converting resumes for electronic delivery, etc.

Educational Programs: day or evening sessions on a variety of topics.

Interview Training: private mock interview that may be videotaped and critiqued.

Networking Sessions: outside professionals facilitate sessions.

Job Search Roundtables: small group strategy sessions facilitated by advisor.

Accountability Groups: small goal setting groups that meet on a weekly basis.

Software Training: small group classes in Microsoft Office application.

Resources

Reference Library: a wealth of re-employment directories, guides, newspapers, etc.

On-line database of employers: ReferenceUSA™ - a database of 14 million U.S. businesses.

Computer Lab: Internet access in the eight-station computer lab.

Work Stations: phone and laptop internet access.

Office services: access to printers, telephones, a fax, and photocopier.

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| Jan Cline Leahy...Executive Director | | | |
| Kelly Clark ... Office Administrator | | Michelle Weiner ... Volunteer Coordinator | |
| Linda Bucher ... Project Specialist | | | |
| Advisors | | Support Staff | |
| John Adams Sam Beacham Bill Beanblossom Jack Bigelow Dave Craigmile Andrea Davey Mike Gaines Norma Hoaglund Melissa Jensen Mike Kramer Jim Kuhn | John Litchfield Bill Maines Hugh Mazza Simon Moughamian David O'Brien Jim Rogers Bill Russell Gary Silvers Sue Thomas Mike Tucker | Charlene Ackerman Jasmine Blaise Margaret Dastur Meinhard Gerdes Jane Hadler Dave Harmon Chris Hauer Carol Hayes Mal Jamieson | Pam Leach Michele Maeglin Doug Pitchford Brooke Plofsky Gene Sikorovsky Rattha Souk Patrick Tallon Emmi Wegner Bernie Winter |

Funding provided by foundations, corporations, religious congregations, community groups, townships, United Way, benefactors, alumni, and directors.

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