

Building CAPACITY to Access EMPLOYMENT

NEW part-time
programme of 5 **MODULES** for
WOMEN who wish to **DEVELOP**
NEW SKILLS & INCREASE
their **CONFIDENCE!**

Open to **women who are not employed** and are
not in receipt of Job Seekers Allowance
or **Job Seekers Benefits.**

Job Seeking Skills Workshop February 2018

When: 1st – 9th February (excluding weekend) 9:30am – 12:30pm

Where: Ballyogan FRC Samuel Beckett Civic Centre

Workshop Contents:

- **Personal Awareness Foundation** — Exploring your transferable skills, previous experience, options and overcoming personal hurdles.
- **Job Searching** — Which websites to use, how to use them, how to look for specific job types, alternate ways to search without the internet.
- **CV's and Letters of Application** — Current best practice and templates.
- **Job Applications** — How to fill them out effectively
- **Interview Skills** — Practical tips, how to prepare, what to expect.

This workshop is being facilitated in conjunction with the Local Employment Service

YOU CAN **ENROLL FOR ALL** THE ABOVE MODULES **OR CHOOSE THE MODULES** THAT ARE OF INTEREST TO YOU.
ALL MODULES **BREAK DURING ANY SCHOOL HOLIDAYS.**

Find out more about the
RePOWER programme & where **our next**
modules will be held by contacting **Marilyn Nyquist** at:

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