



LOUDOUN WORKFORCE RESOURCE CENTER

102 Heritage Way, N.E., 1st Floor
Leesburg, VA 20177-7400
(703) 777-0150 (Voice) - 711 (VA Relay)



Hours of Operation:

Monday, Tuesday, Thursday, Friday
9:00am - 4:30pm
Wednesday 9:00am - 12:00noon
www.loudoun.gov/wrc
wrc@loudoun.gov

Meet the Employer Events
On-site Recruiting

ProLogistix
Tuesday, 12/04/18
9:30 am - 12:00 noon

Swissport
Tuesday, 12/04/18
1:30 pm - 4:00 pm

Ready Hands Care
Thursday, 12/06/18
9:30 am - 12:00 noon

Morrison Healthcare
Thursday, 12/06/18
1:30 pm - 4:00 pm

LCPS Transportation
Information Sessions
Monday, 12/10/18
Starting at 1:00 pm

The Medical Team
Tuesday, 12/11/18
10:00 am - 1:00 pm

TKO Maintenance
Thursday, 12/13/18
9:30 am - 12:00 noon




Please visit our website for the most current event information
www.loudoun.gov/wrc

Inclment Weather Policy
Events and workshops will operate on the same schedule as the Loudoun County Public Schools (LCPS). If LCPS are on a 2-hour delay or canceled, workshops and events are canceled. Please call 703-777-0150 ahead of time to see if the Workforce Resource Center is open.

Workshops are offered at **NO COST**. However, **Pre-Registration is Required**. To register please visit: www.loudoun.gov/wrcworkshops

If you require a reasonable accommodation for any type of disability in order to participate in Loudoun Workforce Resource Center services, please contact the Center at 703-777-0150. Three business days advance notice is requested.

December 2018

Mon	Tue	Wed	Thu	Fri
3 Word Basic Full-Day 9:00 am - 4:00 pm Is WIOA Right for You? 10:00 am - 11:00 am Registration Required DARS Rep. 10:00 am - 2:00 pm Orientation to Center Services 2:00 pm - 3:00 pm	4 Resume Critique Walk-in from 9:00 am - 12:00 noon Networking Fundamentals 10:00 am - 11:30 am Successful Phone Interviewing 2:00 pm - 3:30 pm	5 Youth WIOA Info Session *By Appointment CLOSE @ 12:00 noon	6 Resume Critique Walk-in from 9:00 am - 12:00 noon Excel Basic 9:00 am - 4:00 pm "SCAR-Q - Discover Your Competencies" 10:00 am - 12:00 noon Strategizing Your Job Search 2:00 pm - 4:00 pm	7 LCPS Employment Application Information Session 10:00 am - 11:30 am WIOA Screening *By Appointment
10 <div style="text-align: center;"> Workforce Center Opens at 1pm today  </div>	11 Resume Critique Walk-in from 9:00 am - 12:00 noon Resume Writing 101 9:00 am - 1:00 pm	12 Navigating LinkedIn for New Users 9:30 am - 11:30 am CLOSE @ 12:00 noon	13 Resume Critique Walk-in from 9:00 am - 12:00 noon Outlook Basic 9:00 am - 4:00 pm Interviewing Styles 9:30 am - 12:00 noon	14 Mock Interview 9:00 am - 12:30 pm Surviving and Thriving After Job Loss 10:00 am - 12:00 noon WIOA Screening *By Appointment
17 Excel Basic 9:00 am - 4:00 pm Is WIOA Right for You? 10:00 am - 11:00 am Registration Required Youth WIOA Info Session *By Appointment	18 Resume Critique Walk-in from 9:00 am - 12:00 noon Word Basic Half-Day 9:30 am - 12:00 noon Controlling My Time 10:00 am - 11:30 am LinkedIn Profile Check Up 1:00 pm - 3:00 pm	19 Veterans' Employment Services (Presented by VEC) 10:00 am - 12:00 noon CLOSE @ 12:00 noon	20 Resume Critique Walk-in from 9:00 am - 12:00 noon Your Transferable Skills 10:00 am - 12:00 noon	21
24 <div style="text-align: center;"> CLOSED CHRISTMAS HOLIDAY  </div>	25 <div style="text-align: center;"> CLOSED CHRISTMAS DAY HOLIDAY  </div>	26 CLOSE @ 12:00 noon	27 Resume Critique Walk-in from 9:00 am - 12:00 noon	28 WIOA Screening *By Appointment



Loudoun Workforce Resource Center

102 Heritage Way, N.E., 1st Floor
P.O. Box 7400
Leesburg, VA 20177-7400
(703) 777-0150 (Voice)
711 (VA Relay)
www.loudoun.gov/wrc



Partner Contacts

Crossroads Jobs, Inc. ~ Crossroads Jobs is a free employment service, connecting capable applicants with marketplace jobs. **Carol Smith ~ 703-771-4112**

Department of Aging and Rehabilitative Services (DARS) ~ In partnership with people with disabilities and their families, the Virginia Division of Rehabilitative Services collaborates with the public and private sectors to provide and advocate for the highest quality services that empower individuals with disabilities to maximize their employment, independence and full inclusion into society. ~ **Loudoun Office ~ 703-771-4775**

Job Link, Loudoun County Community Services Board ~ Job coaches provide one-on-one assistance to individuals with disabilities with finding and keeping regular jobs in the community. **Sara Westfall ~ 703-777-0562**

Loudoun County Public Schools, Adult Education ~ LCPS Adult Education provides educational opportunities for adults who wish to acquire competencies necessary for further education, employment, or personal enrichment. **Carolyn Solares ~ 571-252-1393**

Northern Virginia Community College ~ NVCC is a comprehensive institution of higher learning offering programs of instruction generally extending not more than two years beyond the high school level. **Esther Perantoni ~ 703-450-2551**

Ticket to Work ~ A Social Security Administration program designed to provide employment related assistance to SSDI and SSI beneficiaries who are between the ages of 18 and 64. To schedule an appointment please contact ~ **703-827-3782**

Transit & Commuter Services: Loudoun County Department of Transportation & Capital Infrastructure ~ The Transit & Commuter Services team offers helpful information to residents, employers, and individuals traveling to work in Loudoun County. **1-877-GO-LCBUS or 703-771-5665**

Virginia Employment Commission ~ **Alexandria-703-813-1300/Prince William-703-897-0407/Winchester-540-722-3415**

Virginia Employment Commission - Veterans Services ~ Veterans, Disabled Veterans and Businesses are eligible to receive employment services. Veteran Services are provided by a network of professional Workforce Services Representatives, Disabled Veteran Outreach Specialists and Local Veteran Employment Representatives. ~ **Cynthia Prospers ~ 757-812-8210 or cynthia.prospers@vec.virginia.gov**

Virginia Financial Success Network ~ The VFSN is open to any adult enrolled in the WIOA Program. Participants will benefit from individual financial coaching, budgeting, and financial educations. Please contact the Financial Coach, Tisha Chase, with questions ~ **tisha.chase@myskillsource.org ~ 703-474-8276**

Virginia Job Corps ~ Job Corps is a no-cost education and vocational training program administered by the U.S. Department of Labor that helps young people ages 16 through 24 improve the quality of their lives through vocational and academic training. **1-800-733-JOBS or contact the Alexandria office ~ 703-671-5300**

Youth WIOA Program ~ The WIOA Program helps youth ages 17-24 to gain the skills needed to succeed in the workforce through career development and educational support. **Fariyah Kuraishi ~ 571-385-9672**