



**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](http://www.loudoun.gov/wrc)



Hours of Operation:

Monday, Tuesday, Thursday, Friday  
 9:00am - 4:30pm

Wednesday 9:00am - 12:00noon

**Meet the Employer  
 Events On-site Recruiting**

**Thrive at Home**  
 Thursday, 02/01/18  
 9:30 am-12:00 noon

**Sodexo**  
 Thursday, 02/01/18  
 1:30 pm-4:00 pm

**Royal Farms**  
 Tuesday, 02/06/18 &  
 Thursday, 02/08/18  
 9:30 am-12:00 noon

**Total Wine & More**  
 Tuesday, 02/06/18  
 1:30 pm-4:00 pm

**State Farm Insurance**  
 Thursday, 02/08/18  
 1:30 pm-4:00 pm

**Gategourmet**  
 Monday, 02/12/18 &  
 Monday, 02/26/18  
 9:30 am-12:00 noon

**OMNIPLEX**  
 Monday, 02/12/18  
 1:30 pm-4:00 pm

**LCPS Transportation  
 Information Sessions**  
 Thursday, 02/15/18  
 Starting at 10:00 am

**Loudoun County Parks,  
 Recreation, & Community  
 Services**  
 Tuesday, 02/20/18  
 9:30 am-12:00 noon

**Alannah Angels Care**  
 Tuesday, 02/20/18  
 1:30 pm-4:00 pm

**Manpower**  
 Thursday, 02/22/18  
 9:30 am-12:00 noon


**DHL Same Day**  
 Thursday, 02/22/18  
 1:30 pm-4:00 pm

Please visit our website for the  
 most current event information  
[www.loudoun.gov/wrc](http://www.loudoun.gov/wrc)

Have you used the Loudoun  
 Workforce Center for your  
 employment needs and  
 become recently employed?  
 ~  
 Please contact our office so we  
 can share in your success!!

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

**February 2018**

Mon	Tue	Wed	Thu	Fri
<p><b>Incident Weather Policy</b>            The Workforce Resource Center will operate on the same sched-            ule as the Loudoun County Public Schools (LCPS). If LCPS are on            a 2-hour delay or canceled, workshops and events are canceled.            Please 703-777-0150 ahead of time to see if the Workforce</p>			1 Mock Interview 12:30 pm - 4:00 pm	2
5 WIOA Screening Walk-in 9:00 am - 11:50 am  My Next Move 10:00 am - 12:00 noon  DARS Rep. 10:00 am - 2:00 pm	6 Resume Critique Walk-in from 9:00 am - 11:50 am  Word Basic Full-Day 9:00 am - 4:00 pm  Name That Interview 10:00 am - 12:00 noon	7 Controlling My Time 10:00 am - 11:30 am  Youth WIOA Orientation *By Appointment  <b>CLOSE @ 12:00 noon</b>	8 Resume Critique Walk-in from 9:00 am - 11:50 am  Excel Basic 9:00 am - 4:00 pm  Orientation to Center Services 2:00 pm - 3:00 pm	9  Is WIOA Right For You? 10:00 am - 11:00 am <a href="#">*Registration Required</a>  Resume Writing 101 12:30 pm - 4:00 pm
12 WIOA Screening Walk-in 9:00 am - 11:50 am  PowerPoint Basic 9:00 am - 4:00 pm  Deaf & Hard of Hearing Rep. 1:00 pm - 3:30 pm	13 Resume Critique Walk-in from 9:00 am - 11:50 am  Mock Interview 9:00 am - 12:30 pm  Excel Basic 9:00 am - 4:00 pm  VEC Veteran Rep. 10:00 am - 3:00 pm	14  <b>CLOSE @ 12:00 noon</b>  	15 Resume Critique Walk-in from 9:00 am - 11:50 am  Networking Fundamentals 10:00 am - 11:30 am  30 Second Commercial - "So Tell Me About Yourself" 1:00 pm - 3:30 pm	16 Professional Resume Writing 9:00 am - 3:00 pm  "SCAR-Q - Discover Your Competencies" 1:00 pm - 3:00 pm
19 <b>CLOSED PRESIDENTS' DAY</b>  	20 Resume Critique Walk-in from 9:00 am - 11:50 am  Word Basic Half-Day 9:30 am - 12:00 noon  Best in Class Service 10:00 am - 12:00 noon  Mouse & Keyboard Basics 1:00 pm - 4:00 pm	21 Successful Phone Interviewing 10:00 am - 11:30 am  Youth WIOA Orientation *By Appointment  <b>CLOSE @ 12:00 noon</b>	22 Resume Critique Walk-in from 9:00 am - 11:50 am	23 Resume Writing 101 9:00 am - 1:00 pm  Is WIOA Right For You? 2:00 pm - 3:00 pm <a href="#">*Registration Required</a>
26 WIOA Screening Walk-in 9:00 am - 11:50 am  <b>Workforce Center will be closing at 12 noon today</b>	27 Resume Critique Walk-in from 9:00 am - 11:50 am  Older Workers & Job Search 9:00 am - 11:30 am  VEC Veteran Rep. 10:00 am - 3:00 pm	28 Necessary Skills to Get the Job (Presented by DARS) 10:00 am - 12:00 noon  <b>CLOSE @ 12:00 noon</b>	<p><b>*Registration Required:</b>  <a href="http://www.loudoun.gov/wrcworkshops">www.loudoun.gov/wrcworkshops</a></p> <p>Workshops are offered at NO            COST. However,  <b>Pre-Registration is Required.</b>            To register please visit:  <a href="http://www.loudoun.gov/">www.loudoun.gov/</a></p>	



## **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](tel:703-813-1300)/[Prince William-703-897-0407](tel:703-897-0407)/[Winchester-540-722-3415](tel: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. ~ **Jim Lauver ~ 703-813-1300 or james.lauver@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@myskillssource.org](mailto:tisha.chase@myskillssource.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**

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