



## 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  
**2nd Fri - WRC Opens at 1:00pm**

### PARTNER CONTACTS

#### Dept. of Rehabilitative Services

Tymisha Robinson  
Sarah McCarty  
(703) 771-4775

#### Job Link

Sara Westfall  
(703) 777-0562

#### Loudoun County Adult Education

Irene Riordan  
(571) 252-2119

#### National Council on Aging (NCOA)

Maxine Hubbard-Watson  
(571) 335-4027  
X105

#### Northern Virginia Community College

Esther Perantoni  
(703) 450-2551

#### Transit & Commuter Services

Judy Galen  
(703) 737-8044

#### Ticket to Work

Patrick Williams  
(703) 752-1606

#### Veteran's Claims Rep.

Charlie Williams  
Alexandria Office  
(703) 813-1529

#### Virginia Employment Commission (VEC)

Alexandria (703) 813-1300  
Prince William (703) 897-0407  
Winchester (540) 722-3415

#### Virginia Job Corps

Sheila Brown  
(703) 671-5300

#### Youth WIA Counselor

Rebecca Arnold  
(571) 294-3596

## September 2014

Mon	Tue	Wed	Thu	Fri
<b>1</b> <b>Workforce Center Closed</b> 	<b>2</b> Controlling My Time 10:00 am - 12:00 noon	<b>3</b> <b>CLOSE @ 12:00noon</b>	<b>4</b> So You Think You Can Interview? 10:00 am - 12:00 noon  WIA Screening *By Appointment	<b>5</b> Play Nice - Getting Along with Your Co-Workers 10:00 am - 12:30 pm  Vet. Claims Rep. 10:00 am - 1:00 pm
<b>8</b> Job Club 10:00 am - 12:00 noon	<b>9</b> 30 Second Commercial - "So Tell Me About Yourself" 9:00 am - 11:30 am  Navigating LinkedIn for New Users 2:00 pm - 4:00 pm	<b>10</b> <b>CLOSE @ 12:00noon</b>	<b>11</b> Resume Writing 101 9:00 am - 1:00 pm  ENOVATE 2:00 pm (Information Session)	<b>12</b> <a href="#">WK/RJ - PM</a>  <b>OPEN AT 1:00 PM</b> "SCAR-Q - Discover Your Competencies" 1:00 pm - 3:00 pm
<b>15</b> What's the Problem? Problem Solving Skills 10:00 am - 12:30 pm  Job Club 10:00 am - 12:00 noon  <b>NEW!</b> Managing Income and Expenses 2:00 pm - 3:30 pm	<b>16</b> Word Basic Half-Day 9:30 am - 12:00 noon  Controlling My Time 10:00 am - 12:00 noon	<b>17</b> <b>CLOSE @ 12:00noon</b>	<b>18</b> Name That Interview 10:00 am - 12:00 noon  Child Support Enforcement 9:30 am - 3:30 pm  WIA Screening *By Appointment	<b>19</b> Professional Resume Writing 9:00 am - 3:00 pm  Mock Interview 9:00 am - 1:00 pm  Employment Strategies for Ex-Offenders 2:00 pm - 3:30 pm
<b>22</b> Job Club 10:00 am - 12:00 noon	<b>23</b> Strategizing Your Job Search 9:00 am - 11:30 am  Federal Job Results 9:00 am - 12:00 noon	<b>24</b> <a href="#">WK/CG</a> Best In Class Service - Customer Service Skills 9:30 am - 11:30 am  <b>CLOSE @ 12:00noon</b>	<b>25</b> Resume Writing 101 9:00 am - 1:00 pm  Job Corps 9:00 am (Information Session) By Appointment  Deaf & Hard of Hearing Rep. 10:00 am - 12:00 noon  30 Second Commercial - "So Tell Me About Yourself" 2:00 pm - 4:00 pm	<b>26</b> PowerPoint Basic 9:00 am - 4:00 pm  <b>JOIN US!</b> <b>SEASONAL HIRING JOB FAIR</b> <b>2:00pm - 5:00pm</b> <b>RUST LIBRARY</b> 
<b>29</b> Word Basic Full-Day 9:00 am - 4:00 pm  Job Club 10:00 am - 12:00 noon	<b>30</b> Excel Basic 9:00 am - 4:00 pm  <b>NEW!</b> Coping with Unemployment 10:00 am - 12:30 pm		<div>             * See our workshop descriptions to learn more about the Workforce Investment Act (WIA)           </div>	

**Meet The Employer events are now listed on back of the calendar and as a monthly listing on our website**

**Workshops are offered at NO COST. However, Pre-registration is Required. Please stop by the Center or call 703-777-0150 to register.**