

April 2024



Spring 2024 Job Seeker Workshops



MICROSOFT WORKSHOPS: *(on-site at the center)*

MS WORD - The Basics
Mon, April 8 - 9:00am to 4:00pm

MS EXCEL - Level 1
Tues, April 9 - 9:00am to 4:00pm

MS EXCEL - Level 2
Mon, April 22 - 9:00am to 4:00pm

EMPLOYER EXPECTATIONS:

Best in Class Customer Service *(virtual)*
Thurs, April 18 - 10:00am to 12:00pm

**Meeting Employers' Expectations:
How Do You Measure Up?** *(on-site)*
Wed, April 24 - 10:00am to 11:30am



LIBRARY COLLABORATIONS:

Navigating LinkedIn for New Users *(on-site at Rust Library)*
Tues, April 9 - 2:00pm to 3:00pm

Online Library Resources for Job Seekers *(virtual)*
Tuesday, April 23 - 2:00pm to 3:00pm



*To register for any of these **no-cost workshops** or
to view workshop descriptions, visit the
[**Loudoun Workforce Resource Center Workshop page.**](#)*

Explore Your Career Path Online

Looking for career direction, but don't know where to start?

Check out [Virginia Education Wizard](#)!

These no-cost career assessments help job seekers of all ages identify:

- transferable skills
- career interests
- work values



[TAKE YOUR CAREER ASSESSMENTS HERE](#)

Information & Referral Services On-Site!

NEED ASSISTANCE?



Information and Referral Specialists can be your guide to county and community services.

**April 11th & May 9th
10:00am to 3:00pm**

[Loudoun Workforce Resource Center](#)
705 East Market Street, Suite E in Leesburg

Loudoun County Information and Referral (I&R) program staff will be on-site at the Workforce Resource Center on the dates listed above to assist County residents.

Visit the [Loudoun County Information and Referral \(I&R\)](#) webpage to find out more.



[REGISTER HERE TO ATTEND](#)

Free Engineering Technology Scholars Program



NOVA's Engineering Technology Career Scholars Program is for graduating or already-graduated high school students seeking to strengthen pathways toward in-demand engineering technology (ET) careers.

Starting in Summer 2024, NOVA is recruiting 40 students to become ET Scholars through a **FREE 1-year program** at the NOVA Loudoun or Manassas/Woodbridge campus.

Register here to attend the virtual Interest Meeting on Tuesday, April 16th at 6:00pm.

HIRING FOR SUMMER! Loudoun Parks, Recreation & Community Services



Mark your calendar for one of the following locations and dates below to meet in-person with PRCS hiring managers!

Loudoun Valley Community Center in Purcellville

Thurs, April 11 - 4:00pm to 6:00pm

Sat, April 20 - 10:00am to 12:00pm

Dulles South Recreation and Community Center in South Riding

Mon, April 15 - 4:00pm to 6:00pm

Wed, April 17 - 5:00pm to 7:00pm

Apply at [Loudoun.gov/PRCSjobs](https://loudoun.gov/PRCSjobs). Bring your resumes and/or application print out for any of the following positions: **Summer Camp Supervisors, Summer Camp Leaders, Lifeguards I & II and Swim Instructors.**

Workforce Innovation & Opportunity Act (WIOA)*

Adult Program

The Workforce Innovation and Opportunity Act (WIOA) Program may be able to assist eligible adults with employment and training services. There are certain criteria to join WIOA. For more information, including eligibility guidelines, visit loudoun.gov/wioa.

Youth Program

Are you between the ages of 17 and 24? If so, the WIOA Youth Program offers employment and training services to qualified young adults. For more information including eligibility guidelines, visit our [website](#).

**The WIOA Title I financially assisted program is an equal opportunity employer/ program. Auxiliary aids and services are available upon request to individuals with disabilities.*

Spanish Resources

For individual and organizations that support and/or serve a Spanish-speaking community, please [share this video](#) and/or [print instructions](#) that demonstrate how to translate the Loudoun County website into Spanish.

Contact Us!

703-777-0150 | TTY: 711 VA Relay

loudoun.gov/wrc

Submit ideas and feedback to wrc@loudoun.gov

If you require reasonable accommodation for any type of disability in order to participate in Workforce Resource Center activities, please contact us at 703-777-0150. Three days notice is requested.



LOUDOUN WORKFORCE RESOURCE CENTER

A proud partner of the American Job Center network.