

# Employment & Training Workshops

Join us in the community rooms of  
**Coopersdale, Oakhurst** and **Solomon  
Run Housing Communities!**

## Upcoming Free Sessions:

### FEBRUARY

- 2/27 Orientation - Digital Literacy
- 2/29 Orientation - Digital Literacy

### MARCH

- 3/5 Intro to PA CareerLink® & Skill Up
- 3/7 Employer Expectations / Communication Skills
- 3/12 Communications
- 3/14 Communications
- 3/19 Being an Effective Team Member / Accomplishing Goals
- 3/21 Cultivating Relationships / Accountability
- 3/26 Tools for Personal & Workplace Goals
- 3/28 Tools for Personal & Workplace Goals

### APRIL

- 4/2 Emotional Intelligence / Conflict
- 4/4 Coping with Accusations / Conflict
- 4/9 Conflict Management
- 4/11 Conflict Management
- 4/16 Time Management / Aligning Goals
- 4/18 Professionalism / Accountability
- 4/23 Time Management
- 4/25 Business Office Etiquette
- 4/30 Customer Service

Proudly hosted by:



Free  
Workshops

**Every Tuesday  
& Thursday  
10AM- 12PM**

**Oakhurst  
Community Room**

## FOR MORE INFORMATION:

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