

Lenawee Service Center

1040 S. Winter Street, Suite 1014 Adrian, MI 49221 517-266-5627

## March 2018

Monday	Tuesday	Wednesday	7 Thursday	Friday
			1	2
			Adult Education 8:30 am – 12 pm RESEA Workshop 9 – 11:30 am Computer CrashCourse 1 – 4 pm	<b>Employability Skills</b> 9 am – 12 pm
5 <b>TABE</b> 1 – 4 pm	6 Adult Education 8:30 am - 12 pm Excel Basics 1 - 4 pm	7 Professional Development Center Closed	8 Adult Education 8:30 am - 12 pm RESEA Workshop 9 - 11:30 am Résumé Strategies 1 - 4 pm	9 TABE 9 am - 12 pm Interview to Impress 1 - 3:30 pm
12	13	14	15	16
Professional Development Center Closed	<b>Adult Education</b> 8:30 am – 12 pm	Professional Development Center Closed	Adult Education 8:30 am - 12 pm RESEA Workshop 9 - 11:30 am TABE 1 - 4 pm	Job Apps, Cover Letters and References 9 – 10:30 am
19	20	21	22	23
<b>TABE</b> 1 – 4 pm	Adult Education 8:30 am – 12 pm RESEA Workshop 9 – 11:30 am Word that Works! 1 – 4 pm	<b>Résumé Strategies</b> 1 – 4 pm	Adult Education 8:30 am – 12 pm Employability Skills 9 am – 12 pm	Interview to Impress 1 – 3:30 pm
26	27	28	29	30
<b>ТАВЕ</b> 1 – 4 pm	Adult Education 8:30 am – 12 pm Résumé Strategies 1 – 4 pm	Internet Job Searching 9 am – 12 pm TABE 1 – 4 pm	Adult Education 8:30 am - 12 pm RESEA Workshop 9 - 11:30 am Job Apps, Cover Letters and References 1 - 2:30 pm	Professional Development Center Closed

Visit www.mwse.org to reserve your spot

## All workshops are free of charge | All items are subject to change

Michigan Works! Southeast is an Equal Opportunity Employer/Program | Auxiliary aids and other accommodations are available upon request to individuals with disabilities. Supported by the State of Michigan | Proud Partner of the American Job Center Network | Michigan Relay dial 7-1-1 | Toll-free telephone number 1-800-285-WORK (9675)

