



## Comprehensive Access Point (CAP): November 2017 Calendar

Goodwill, 99 Kissling Street, Third Floor, San Francisco, CA 94103 (415) 415-575-4570 | Mon-Thu 9-5; Fri 9-1, First Wed 9-7

		Wednesday	Thursday	Friday
		<p>1</p> <p>9am-1pm 5 Keys Charter School 9:30am – 4:30-HSA Orientation <b>9:30am-12:30pm Job Readiness Training</b> 10am – 10:30am CAP/WIOA Orientation <b>CAP Open Until 7pm</b></p>	<p>2</p> <p>10am – 10:30am CAP/WIOA Orientation <b>9:30am-12:30pm Job Readiness Training</b> 10:30am – 11:30am HSA Services/Jobs <b>Now</b></p>	<p>3</p> <p><b>No CAP Center Orientation CLOSED @ 1PM</b> 9am-1pm 5 Keys Charter School 9:00am 12:00pm -HSA Orientation <b>9:30am-12:30pm LINKEDIN LEARNING WORKSHOP</b> <b>10:00am-1:00pm Ideal Hiring @ Bayview</b></p>
<p>6</p> <p>9am-4pm 5 Keys Charter School 9:30am – 4:30-HSA Orientation 10am – 10:30am CAP/WIOA Orientation 10am – City College 11am – Resume Workshop (Toolworks) 12pm- DEI Information (Toolworks) <b>1:00pm-4:00pm Job Readiness Training</b></p>	<p>7</p> <p>9:30am – 4:30pm HSA Orientation 10am – 10:30am CAP/WIOA Orientation <b>1:00pm-4:00pm Job Readiness Training</b></p>	<p>8</p> <p>9am-4pm 5 Keys Charter School 9:30am – 4:30-HSA Orientation 10am – 10:30am CAP/WIOA Orientation 10:00am-1:00pm Hiring Event Goodwill Jobs @ facessf (VVNAP), 1099 Sunnydale Ave, SF <b>1:00pm-4:00pm Job Readiness Training</b></p>	<p>9</p> <p>9:30am – 4:30-HSA Orientation 10am – 10:30am CAP/WIOA Orientation <b>10:00am-1:00pm Advantage Solutions Hiring Event @ 99 Kissling, SF</b> <b>1:00pm-4:00pm Job Readiness Training</b></p>	<p>10</p> <p><b>No CAP Center Orientation CLOSED @ 1PM</b> <b>9:30am-12:30pm LINKEDIN LEARNING WORKSHOP</b></p>
<p>13</p> <p>9am-4pm 5 Keys Charter School 9:30am – 4:30-HSA Orientation <b>9:30am-12:30pm Job Readiness Training</b> 10am – City College 10am – 10:30am CAP/WIOA Orientation 11am – Resume Workshop (Toolworks) 12pm- DEI Information (Toolworks)</p>	<p>14</p> <p>9:30am – 4:30pm HSA Orientation <b>9:30am-12:30pm Job Readiness Training</b> 10am – 10:30am CAP/WIOA Orientation 10am-2pm Manpower Interviews <b>3pm-5pm – LCCR call 415-814-7610 to attend</b></p>	<p>15</p> <p>9:30am – 4:30-HSA Orientation <b>9:30am-12:30pm Job Readiness Training</b> 9am-4pm 5 Keys Charter School 10am – 10:30am CAP/WIOA Orientation</p>	<p>16</p> <p>9:30am – 4:30-HSA Orientation <b>9:30am-12:30pm Job Readiness Training</b> 10:00am – 10:30am CAP/WIOA Orientation <b>10:00am- 1:00pm Goodwill Job Fair - Fisherman's Wharf and Northpoint Employers, @ 295 Bay Street, SF – Goodwill SF HQ.</b></p>	<p>17</p> <p><b>No CAP Center Orientation CLOSED @ 1PM</b> 9am-1pm 5 Keys Charter School 9:00am – 12:00 pm-HSA Orientation <b>9:30am-12:30pm Job Readiness Training</b> <b>9:30am-12:30pm LINKEDIN LEARNING WORKSHOP</b></p>
<p>20</p> <p>9am-4pm 5 Keys Charter School 9:30am – 4:30-HSA Orientation 10am – City College 10am – 10:30am CAP/WIOA Orientation 11am – Resume Workshop (Toolworks) 12pm- DEI Information (Toolworks)</p>	<p>21</p> <p>9:30am – 4:30-HSA Orientation 10am – 10:30am CAP/WIOA Orientation</p>	<p>22</p> <p>9:30am – 4:30-HSA Orientation 10am – 10:30am CAP/WIOA Orientation</p>	<p>23</p> <p><b>THE CAP CENTER WILL BE CLOSED IN OBSERVANCE OF THANKSGIVING</b></p>	<p>24</p> <p><b>No CAP Center Orientation CLOSED @ 1PM</b></p>
<p>27</p> <p>9am-4pm 5 Keys Charter School 9:30am – 4:30-HSA Orientation <b>9:30am-12:30pm Job Readiness Training</b> 10am – City College 10am – 10:30am CAP/WIOA Orientation 12pm- DEI Information (Toolworks)</p>	<p>28</p> <p>9:30am – 4:30-HSA Orientation <b>9:30am-12:30pm Job Readiness Training</b> 10am – 10:30am CAP/WIOA Orientation</p>	<p>29</p> <p>9am-4pm 5 Keys Charter School 9:30am – 4:30-HSA Orientation <b>9:30am-12:30pm Job Readiness Training</b> 10am – 10:30am CAP/WIOA Orientation</p>	<p>30</p> <p><b>9:30am-12:30pm Job Readiness Training</b> 9:30am – 4:30-HSA Orientation 10am – 10:30am CAP/WIOA Orientation</p>	



## November 2017 Calendar

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### Goodwill Workshops

**CAP/ WIOA Orientation:** Obtain a CAP Card which enables individuals to have access to Access points across San Francisco. Get information on enrolling into one of Goodwill's Workforce Development programs to receive intensive career advising services.

**Job Readiness Training (JRT):** Need a job, but don't have a resume? Want to brush up on your interview skills? Our JRT will put you on the road to a real job. Come build a winning resume, sharpen your interview skills, and learn how to succeed at online applications.

**LinkedIn Learning:** Gain free access to over 9,000+ online courses taught by industry experts! We'll help you open your LinkedIn account and learn how to use this digital learning platform. This workshop includes a lab hour where jobseekers will receive their free LinkedIn Learning license and can begin taking courses.

**Hiring Events:** Attend these informational employer events for detailed information on open positions within the company. You will have an opportunity to ask any questions you may have in regards to the presented employment opportunities as well as other basic hiring and employment information.

### Partner Workshops

**Resume Workshop (Toolworks):** Learn about resume basics and get started on creating your own. Please bring a detailed employment history or resume. Completion of Master Application workshop recommended.

**Interview Workshop (Manpower): *Learn How to Win Your Next Job*** – Ideal if you are preparing for a specific job interview. Please attend dressed for success with copies of your resume and reference list.

**Disability Employment Initiative Orientation:** Education, training and employment opportunities for adults with disabilities.

**Employee Related Legal Counseling:** Receive information and get your questions answered for any on the job legal matters (i.e. Insurance, workers comp, harassment, etc.)

**Lawyers Committee for Civil Rights (LCCR):** Get information about record expungement, Occupational Licensing, and other legal advice. (Appointment only, 415-814-7610)

Registration required for all workshops. Attend a CAP orientation or call 575-4570 for more information!

Hearing impaired (TTY) call 711 - **REQUESTS FOR ACCOMMODATIONS MUST BE RECEIVED 10 DAYS IN ADVANCE**