



Comprehensive Access Point (CAP): January 2019 Calendar

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

Monday	Tuesday	Wednesday	Thursday	Friday
<p>Human Services Agency (HSA) Information Sessions</p> <p>Monday thru Thursday 9:30am – 4:30pm, Friday 9:30am - 12pm</p>	<p>1</p> <p>Happy New Year CAP Center Closed</p>	<p>2</p> <p>10am – CAP/WIOA Orientation</p>	<p>3</p> <p>9:30am – 4:30pm - Job Prep Sessions 10am – CAP/WIOA Orientation</p>	<p>4</p> <p>No CAP Orientation Center CLOSED @ 1PM</p> <p>9:30am – 12:00pm - Job Prep Sessions</p>
<p>7</p> <p>9:30am – 12:30pm Computer Basics 10am – CAP/WIOA Orientation 10am -12pm Healthcare Orientation 10:15am – City College 11am – 1pm DEI / Resume Critique (Toolworks)</p>	<p>8</p> <p>10:00am – 12:30pm Computer Basics 10am – CAP/WIOA Orientation 11am-1pm AccentCare Hiring Event</p>	<p>9</p> <p>9:30am – 12:30pm Computer Basics 10am – CAP/WIOA Orientation 11am – 1pm RGIS Hiring Event</p>	<p>10</p> <p>9:30am – 12:30pm Computer Basics 10am – CAP/WIOA Orientation 11am – 1pm Project Open Hand Recruitment</p>	<p>11</p> <p>No CAP Orientation Center CLOSED @ 1PM</p> <p>9:30am – 12:30pm LinkedIn Learning</p>
<p>14</p> <p>9:30 – 3pm - Ramp-to-Retail 10am – CAP/WIOA Orientation 10:15am – City College 11am – 1pm DEI / Resume Critique (Toolworks)</p>	<p>15</p> <p>10:00 am – 3pm - Ramp-to-Retail 10am – CAP/WIOA Orientation 10am – 11am Clean City Orientation 11am-1pm Allied Universal Hiring Event</p>	<p>16</p> <p>9:30 – 3pm - Ramp-to-Retail 10am – CAP/WIOA Orientation 11am – 1pm Homebridge Recruitment</p>	<p>17</p> <p>9:30 – 3pm - Ramp-to-Retail 10am – CAP/WIOA Orientation</p>	<p>18</p> <p>No CAP Orientation Center CLOSED @ 1PM</p> <p>9:30 – 1pm - Ramp-to-Retail</p>
<p>21</p> <p>Martin Luther King Jr Day CAP Center Closed</p>	<p>22</p> <p>10am – CAP/WIOA Orientation 10:00 am – 3pm - Ramp-to-Retail</p>	<p>23</p> <p>9:30 – 3pm - Ramp-to-Retail 10am – CAP/WIOA Orientation 11am – 1pm CASA Center: Boy & Girls Club Hiring Event</p>	<p>24</p> <p>9:30 – 3pm - Ramp-to-Retail 10am – CAP/WIOA Orientation 11am – 1pm GoodEggs Hiring Event</p>	<p>25</p> <p>No CAP Orientation Center CLOSED @ 1PM</p> <p>9:30 – 3pm - Ramp-to-Retail</p>
<p>28</p> <p>9:30am – 12:30pm LinkedIn Learning 10am – CAP/WIOA Orientation 10:15am – City College 11am – 1pm DEI / Resume Critique (Toolworks)</p>	<p>29</p> <p>10am – CAP/WIOA Orientation 10:00am – 12:30pm Computer Basics</p>	<p>30</p> <p>9:30am – 12:30pm Computer Basics 10am – CAP/WIOA Orientation</p>	<p>31</p> <p>9:30am – 12:30pm Computer Basics 10am – CAP/WIOA Orientation 10am – CityBuild Orientation</p>	<p>3Daily Services Need Assistance with Employment</p> <p>Come to a CAP Center Orientation Monday thru Thursday 10am – 10:30am</p>



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Goodwill Workshops

CAP/ WIOA Orientation: Obtain a CAP Card, enabling individuals to use all SF Neighborhood Career Centers. Get information on the free services, training programs, and employer networking at the Goodwill Center (CAP) and request a Career Advisor for one-on-one coaching and assistance in getting hired.

Job Prep Sessions: *Need some one-on-one help?* Sign up for a prep session for focused assistance with your resume, cover letter, online applications, interview prep or time management challenges! You choose! Sign up at the front desk, or call (415) 575-4570.

Resumes: Please sign up for two sessions --Session 1 and Session 2 (on different days).

For all sessions EXCEPT RESUME: You must bring a sample **job posting** and **resume** in your email or flashdrive.

Ramp-to-Retail: Want to work in retail? Our training guarantees you an employer interview and job placement help when you're job-ready. **Advance intake appointment required.** Call **(415) 575-4579** for information and to enroll.

Computer Basics Workshop: Want to use Google Maps on your phone but don't know how? Not sure how to attach your resume to an email? Hop on the online highway via our Computer Basics series!

LinkedIn Learning: Free online learning – over 9,000 courses. Pre-register for this one hour lab to receive your LinkedIn Learning License and begin taking classes. To register for the Orientation, Call **415-575-4570** or register online at <https://goo.gl/forms/Qu43X5KUDJSgUDck2>.

Employer Hiring Events: Attend frequently scheduled employer events to get direct access to employers and learn about the companies and job opportunities they offer. You will have an opportunity to ask any and all of your questions. Often, employers will be conducting on-the-spot job interviews. Bring your resume and look sharp.

Partner Services

Human Services Agency (HSA): Receive information about financial assistance, food, and housing support, and employment and training opportunities.

Disability Employment Initiative (DEI/Resume ToolWorks) Orientation: Education, training and employment opportunities for adults with disabilities.

City College Orientation: Representatives on-site to answer questions regarding Admissions, Programs, Finances, and other Support Services.

Five Keys Charter School: Provides educational programs and services including: high school diploma, GED, ESL, and college access to transitional youth and adults.

Registration required for all training 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**