

Job Wise

Program to support people seeking employment



Over 10 sessions you will explore:

- Career options to build on your existing skills and fit with your career goals
- How to write cover letters and winning resumes
- How to discuss employment gaps or why you are seeking a job
- Understand how recruitment companies work
- Interview skills and practice sessions, tricky questions and how to answer them
- Preparing for interviews, including video and phone interviews
- Where to find employment opportunities and understanding the hidden job market

**When: Twice a week over 5 weeks 1pm - 3pm
3pm - 4pm optional revision session**

Week 1 Mon 3rd & Thurs 6th May 2021

Week 2 Mon 10th & Thurs 13th May 2021

Week 3 Mon 17th & Thurs 20th May 2021

Week 4 Mon 24th & Thurs 27th May 2021

Week 5 Mon 31st & Thurs 3rd May/June 2021

Cost : \$50 or \$10 concession (for the 5 weeks)

Bookings essential due to limited places

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