

People's Resource Center Job Assistance Program

APRIL 2021

Downers Grove Public Library

Register at <https://downersgrove.libnet.info/events>

Negotiate the Job Offer

Thursday, April 1st
10:00- 11:00AM

Learn tips to negotiate the best wages, benefits and understand timing.

Identifying Skills & Accomplishments

Thursday, April 15th
10:00- 11:00AM

Learn how to showcase talents in a meaningful way and communicate qualifications with impact.

Addison Public Library

Register at: <https://www.addisonlibrary.org/events/adults>

Interview Perspective from Across the Desk (with an HR Manager)

Tuesday, April 13th
10:00- 11:00 AM

Join us in gaining real-world interview advice from the viewpoint of a human resource manager.

Elmhurst Public Library

Register at <https://elmhurstpubliclibrary.org/registration/>

Resume vs. Robots

Monday, April 19th
11:00AM- 12:00PM

Learn how to get your resume past the applicant tracking system and into the hands of a hiring manager.

Wheaton Public Library

Register at <https://www.wheatonlibrary.org/events>

Are You LinkedIn

Tuesday, April 27th
10:00- 11:00AM

Learn how to leverage the social networking site to enhance your job search and create results.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 Negotiate the Job Offer DOWNERS GROVE 10:00- 11:00AM	2	3
4	5	6 Part 1- New Clients Virtual Orientation 2:00- 3:30 pm *Registration required	7 Part 2- New Clients Virtual Orientation 9:00- 10:30 am *Registration required	8	9	10
11	12	13 Interview from Across the Desk ADDISON LIBRARY 10:00- 11:00AM	14	15 Identify Skills & Accomplishments DOWNERS GROVE 10:00- 11:00AM	16	17
18	19 Resume vs. Robots ELMHURST LIBRARY 11:00AM- 12:00PM	20 Part 1- New Clients Virtual Orientation 2:00- 3:30 pm *Registration required	21 Part 2- New Clients Virtual Orientation 9:00- 10:30 am *Registration required	22	23	24
25	26	27 Are You LinkedIn WHEATON LIBRARY 10:00- 11:00AM	28	29	30	



People's Resource Center Online Job Board

- 1) Go to the website:
www.prctraining.org/jobs
- 2) Enter this 6 digit #: 031620
- 3) Input password: 9eaaa9

Need extra help with your job search?

WE CAN MATCH YOU WITH A JOB COACH!

Our PRC Job Coaches will help you create or update your resume, practice interviewing, and apply for jobs.

PRC provides job assistance and coaching via phone, email, and virtually! The one-on-one job coaching is available for as long as you need it.

Get started by registering for our virtual orientation.

Call today! (630) 682-5402 x 333