



Empowering Job Seekers ~
Strengthening Communities

December 2018

Community Career Center
1815 W. Diehl Road, Suite 900
Naperville, Illinois 60563
630-961-5665
Office Hours:
Monday-Thursday: 9:00-3:00
Friday-Saturday: 9:00-1:00

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
31 CCC CLOSED					1 9:00-10:00 Orientation to the CCC	2
3 9:00-10:30 MAP – “Make a Plan” Accountability Group (networking) THE HIGHLY EFFECTIVE JOB SEARCH SERIES-Keith Owens 10:30-1:00 Getting the Interview & Nailing It 1:15-3:00 Resume-Creating Compelling	4 CCC Closed	5 9:00-10:00 Orientation to the CCC 10:30-12:30 Job Club (networking) 12:30-2:00 Public Speaking: Overcoming Fears and Commanding the Room (Rebecca Malotke-Meslin)	6 9:00-10:00 Ask HR (Matt Rohr)	7	8 9:00-10:00 Orientation to the CCC 10:00-11:30 Business Roundtable Discussion (Becky Meggesin)	9
10 9:00-10:30 MAP – “Make a Plan” Accountability Group (networking) 10:30-12:00 Bringing Your Job Search to the Library (Kent Palmer)	11	12 9:00-10:00 Orientation to the CCC 10:30-12:30 Job Club Holiday Party	13 9:15-10:45 The Microsoft Office Series Powerpoint (Judy Beaver)	14	15 9:00-10:00 Orientation to the CCC	16
17 9:00-10:30 MAP – “Make a Plan” Accountability Group (networking) THE HIGHLY EFFECTIVE JOB SEARCH SERIES – Keith Owens 10:30-1:00 Cracking the Code of the Job Description 1:15-3:00 Compensation Conversations	18 CCC Closing at 1:00 9-15-10:45 Lean In-Women’s Networking Group (Ginger Neenan)	19 CCC Closing at 1:00 9:00-10:00 Orientation to the CCC 10:30-12:30 Job Club (networking)	20 CCC Closing at 1:00 9:30-10:30 MNG-Men’s Networking Group (Conor Cuneen)	21	22 9:00-10:00 Orientation to the CCC	23
24 CCC CLOSED	25 CCC CLOSED	26 CCC CLOSED	27 CCC CLOSED	28 CCC CLOSED	29 CCC CLOSED	30

Workshops are included in CCC membership. Non-member fee for workshops: \$20. Networking events are free to all job seekers.

For Workshop Descriptions and to RSVP go to www.communitycareercenter.org