

# Second Start Career Guidance

## STATEWIDE WORKSHOPS

All workshops are offered from 6 p.m. - 8 p.m.

### Rip-Roarin' Resume Writing

Thursday, January 10, 2008 in Rochester  
 Wednesday, March 19, 2008 in Keene  
 Thursday, April 10, 2008 in Laconia

Powerful resumes take a lot of work ... finding the balance between art and science so you can present yourself in a way that will win you the job of your dreams (or at least one that will pay the bills!). We will guide you through the ripping and the roaring to a resume that works.

### Uncovering the Hidden Job Market

Thursday, February 7, 2008 in Conway  
 Monday, May 19, 2008 in Nashua  
 Tuesday, June 17, 2008 in Keene

Sitting at your kitchen table reading want ads or mass mailing your resumé may be more within your "comfort zone," but if that's the way you spend most of your job-search time, spotting the right job could be a very lengthy ordeal! Eighty percent (80%) of job openings never get advertised, so if you really want to find a new job, leave the kitchen and come talk with us.

### Dancing Your Way Through the Interview

Tuesday, January 22, 2008 in Concord  
 Thursday, April 17, 2008 in Claremont  
 Thursday, June 12, 2008 in Rochester

Feel like you have two left feet when it comes to the interview? If you can't talk about your experience and skills in a way that a perspective employer finds convincing, you don't have a very good chance of being hired ... which can be really frustrating when you know you can do the job! Job search isn't just about knowing what you can do, it's about knowing how to convince someone else. Whether you prefer a nice slow waltz or a jitterbug that shakes the rafters, we can help you learn the right steps.

### Networking- It's All About Who You Know

Tuesday, February 19, 2008 in Manchester  
 Thursday, March 13, 2008 in Exeter  
 Thursday, May 8, 2008 in Berlin

Networking is about people helping each other. Somewhere around 70% of jobs are found by networking! If you know even one person, you can network. In fact, if you have ever asked a friend to recommend a hairdresser or stopped at a gas station to get directions, you already have!

\* There is a minimum attendance requirement for each workshop. If workshop is cancelled a complete refund will be issued.

## Register Today!

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Date	Workshop Name	Location	Cost
			\$30.00
			\$30.00
			\$30.00
			\$30.00

TOTAL: \_\_\_\_\_

Method of payment (circle one):      Check (made payable to **Second Start**)      Credit Card (Visa or MasterCard)

\_\_\_\_\_  
 Credit Card Number

\_\_\_\_\_  
 Expiration Date

\_\_\_\_\_  
 Name on Card

\_\_\_\_\_  
 Cardholder Billing Address

\_\_\_\_\_  
 Cardholder Signature

Mail completed registration form and payment to:      Second Start Career Guidance, 17 Knight Street, Concord, NH 03301