|  |
| --- |
| **Job Center – Western Addition****Address - 1449 Webster Street, SF, CA 94115 | Phone (415) 549-7000 | Hours of Operations: Mon. – Th. - 9am – 5:30pm, Fri. - 9am – 12pm**  |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| **COLOR LEGEND****Purple - Early Morning Study** **Academy****Blue - Success Centers Oakland****Red - Job Center - Career Center****Green - Education and Employment Training Center** | **1****YouthBuild/Green Construction - 7:30am-3pm****HS/GED Program - 8 am – 2pm****Virtual Orientation – 10 am****Job Readiness Training - 9am****Microsoft Basic Literacy Training – 10am****In-person/Virtual N.A. Meeting - 6 - 8pm** | **2****YouthBuild/Green Construction - 7:30am-3pm****HS/GED Program - 8 am – 2pm****Job Readiness Training – 9am – 1pm** | **3****YouthBuild/Green Construction****7:30am – 3pm****Women’s Wellness Group - 2pm****Microsoft Basic Literacy Training - 10am****HS/GED Program - 8 am – 2pm** | **4****CAREER CENTER CLOSED****ALL STAFF MEETING****YouthBuild/Green Construction****7:30am – 3pm****JRT/Life Skills Virtual - 9am****HS/GED Program - 8 am – 2pm** |
| **7****YouthBuild/Green Construction****7:30am – 3pm** **HS/GED Program - 8 am – 2pm****In-person Orientation – 10am****Women’s Wellness Group-2pm****Job Readiness Training - 9am** | **8****YouthBuild/Green Construction - 7:30am-3pm****HS/GED Program - 8 am – 2pm****Virtual Orientation – 10 am****Job Readiness Training - 9am****Microsoft Basic Literacy Training – 10am****In-person/Virtual N.A. Meeting - 6 - 8pm** | **9****YouthBuild/Green Construction - 7:30am-3pm****CDL Trucking Training – 9am – 12pm****HS/GED Program - 8 am – 2pm****Job Readiness Training – 9am – 1pm****Equity for Industry Workshop – 5pm-7pm** | **10****YouthBuild/Green Construction****7:30am – 3pm****HS/GED Program - 8 am – 2pm****Women’s Wellness Group - 2pm****Microsoft Basic Literacy Training - 10am** | **11****Career Center Closed for****Veteran’s Day** |
| **14****YouthBuild/Green Construction****7:30am – 3pm** **HS/GED Program - 8 am – 2pm****In-person Orientation – 10am****Women’s Wellness Group-2pm****Job Readiness Training - 9am** | **15****YouthBuild/Green Construction - 7:30am-3pm****HS/GED Program - 8 am – 2pm****Virtual Orientation - 10 am****Job Readiness Training - 9am****Microsoft Basic Literacy Training – 10am****Financial Literacy Workshop “ Understanding your Credit”** **In-Person/Virtual N.A. Meeting - 6 - 8pm** | **16****YouthBuild/Green Construction - 7:30am-3pm****CDL Trucking Training – 9am – 12pm** **HS/GED Program 8am – 2pm****Job Readiness Training – 9am – 1pm****Budding Industry Job Shop – 2pm – 4pm** | **17****YouthBuild/Green Construction****7:30am – 3pm****Pathways - Computer Literacy – 2pm****HS/GED Program - 8 am – 2pm** **Mock Interviews- 10am****Women’s Wellness Group-2pm****Microsoft Basic Literacy Training 10am****Financial Literacy Workshop –One-on-One Credit Counseling****Resume Clinic – 3pm – 5pm** | **18****Career Center open 9am – 12pm****HS/GED Program 8am – 2pm****Pathways - 9am** **JRT/Life Skills Virtual - 9am****YouthBuild/Green Construction****7:30am – 3pm**  |
| **21****YouthBuild/Green Construction****7:30am – 3pm****HS/GED Program 8am – 2pm** **In-person Orientation – 10am****Women’s Wellness Group-2pm****Job Readiness Training – 9am**  | **22****YouthBuild/Green Construction - 7:30am-3pm****HS/GED Program 10am – 2pm****Virtual Code on Point Class - 4pm****Code On Point - 3:30 -7pm****Virtual Orientation - 10 am****Job Readiness Training – 9am** **Microsoft Basic Literacy Training – 10am** **In-Person/Virtual N.A. Meeting - 6 - 8pm****Success Centers Annual Thanksgiving Celebration** | **23****YouthBuild/Green Construction - 7:30am-3pm** **Code on Point - 3:30 - 7pm****HS/GED Program 10am – 2pm****Job Readiness Training – 9am – 1pm** **On-site Employer Interviewing 10am – 11am** | **24****Career Center Closed for****Thanksgiving** | **25****Career Center Closed for****Thanksgiving** |
| **28****YouthBuild/Green Construction****7:30am – 3pm****HS/GED Program 8am – 2pm** **In-person Orientation – 10am****Women’s Wellness Group-2pm****Job Readiness Training - 9am**  | **29****YouthBuild/Green Construction - 7:30am-3pm****HS/GED Program 10am – 2pm****Virtual Code on Point Class - 4pm****Code On Point - 3:30 -7pm****Virtual Orientation - 10 am****Job Readiness Training – 9am** **Microsoft Basic Literacy Training – 10am** **Expungement Clinic – 3pm – 5pm****In-Person/Virtual N.A. Meeting - 6 - 8pm** | **30****YouthBuild/Green Construction - 7:30am-3pm** **Code on Point - 3:30 - 7pm****HS/GED Program 10am – 2pm****Job Readiness Training – 9am – 1pm** **On-site Employer Interviewing 10am – 11am** | ***Sign up for our free, weekly job listing emails by******Texting “SUCCESSCENTER” TO 22828******Career Center Orientation******Mon – Th. At 10am******Walk-ins Welcome*** |

**CALENDAR** **EVENT DESCRIPTIONS**

**Center Orientations-**Learn about services offered at the Career Center and its sister Access Points. Discover how we can assist you in job search, resume creation, cover letter writing, online application assistance and city-wide training academies and sectors.

**Sector Orientations-**Learn about free training offered by the city in construction, hospitality, healthcare, and tech.  Orientations provide an introduction and overview of these industries and the diverse array of employment opportunities, affiliated career paths and opportunities for growth.

**Interviewing Workshop-**Would you like to have better results with your interviewing? Attend this workshop.

**Employer Spotlights-**Whether it is a hiring event or an information session, Employer Spotlights are a wonderful way to learn what employers are looking for and to make connections with local employers. Bring your resume, 2 forms of ID, questions and be dressed to impress.

**JobShop Resume Clinic-**Learn about resume basics and get started on creating your own. Please bring a detailed employment history or resume. Completion of Master

Application recommended for job seekers with no resume.

**Budding Industry Job Shop-** Virtual Cannabis Industry Hiring Event. All Welcome, RSVP required.

**Equity for Industry Workshop-** Virtual Cannabis Industry Business Education Event with Industry Professionals. All Welcome, RSVP required.

**Cannabis Resume & Mock Interview Clinic-** Virtual Cannabis Industry Recruiters One-on- One, 20 min resume session followed by One-on One Mock Interview Tips & Tricks. All Welcome by appointment only.

**YASE-** Earn while you learn – A paid training program for participants between the ages of 16-24. To learn on the Job and get paid. This program is designed to give youth the training they need to secure moderate to high skill jobs which allow them to earn a living wage and pursue a promising career path.

**N.A. (Narcotics Anonymous) Virtual - Local** drop-in NA meeting for recovering addicts. All welcome. (Every Tuesday at 6PM) – Link to the Zoom meeting - http://u504web-zoomU5/j/20786494 Meeting ID: 201786494

**SC Computer/Digital Literacy Training Program**-  The Success Centers Digital Literacy Pathways track is a wonderful way to start dipping your toes in the sea that is technology in the 21st century. We go over the basics of Computer Literacy, safety tips for navigating the web, key differences between software and hardware, etc. The course also Segway’s into some of our more specific offerings in Success Centers, such as our Code on Point program, and includes six (6) different Microsoft Digital Literacy Certificates, that not only look great on a resume, but also highlight the achievements that each student makes by the end of the track.

Our Computer Literacy Training is on-going and can be completed in as little as 8 weeks (about 2 months). The certifications are in a self-paced format to adapt to all sorts of different allocations one might have with their respective times.

**Code on Point-**A 41-week technology training program which equips its participants with fundamental skills in IT, Design and Software Development.  This program aims to develop the technical and soft skills of its participants so they may realize a professional career trajectory in technology.

**Construction Training Program-** Learn and Earn while participating in our intensive, hands-on training and get the support you need to secure your needs.

**REQUESTS FOR ACCOMMODATIONS MUST BE RECEIVED 10 DAYS IN ADVANCE.**