




Client Name \_\_\_\_\_

**WORKSOURCE CALENDAR ~~ FEBRUARY, 2010 ~~**

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p><b>COIC</b>  <b>Worksource Bend</b>  <b>1645 NE Forbes Rd.</b>  <b>Phone: 389-9661</b></p> <p>Visit the COIC Website  at <a href="http://www.coic.org">www.coic.org</a></p> <p><b>Class Locations:</b>  <b>PL: Paulina Lake Room</b>  <b>O: Ochoco Room</b>  <b>BC: Billy Chinook Room</b></p> 				
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
Group Planning (BC) 8:15 Resume & Applications (PL) 2:00-4:00	Group Planning (BC) 8:15 JOBS Orientation (O) 9:00	Career Mapping (PL) 9 - 12:00 Career Assessment Results (BC) 10:00-11:00 Interviewing-- the Secrets (PL) 1:15-2:00	Group Planning (BC) 8:15 JOBS Orientation (O) 9:00 Selecting Quality Child Care PL (9:00-10:00) <b>COIC STAFF WILL BE UNAVAILABLE THIS AFTERNOON - PARTNERS ARE IN</b>	Group Planning (BC) 8:15
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
Group Planning (BC) 8:15 Energy Education is for Everyone - Diane Hanson - NeighborImpact 9:00 (BC) Resume & Applications (PL) 2:00-4:00	Group Planning (BC) 8:15 JOBS Orientation (O) 9:00	Interviewing-- the Secrets (PL) 1:15-2:00	Group Planning (BC) 8:15 JOBS Orientation (O) 9:00 Career Assessment (PL) 2:00	Group Planning (BC) 8:15  <b>HAPPY VALENTINE'S DAY</b> 
<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
<b>CLOSED FOR PRESIDENTS' DAY</b> 	Group Planning (BC) 8:15 JOBS Orientation (O) 9:00	Interviewing-- the Secrets (PL) 1:15-2:00	Group Planning (BC) 8:15 JOBS Orientation (O) 9:00 Career Assessment Results (PL) 2:00	Group Planning (BC) 8:15
<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>
Group Planning (BC) 8:15 Resume & Applications (PL) 2:00-4:00	Group Planning (BC) 8:15 JOBS Orientation (O) 9:00	Interviewing-- the Secrets (PL) 1:15-2:00	Group Planning (BC) 8:15 JOBS Orientation (O) 9:00 Career Assessment (PL) 2:00	Group Planning (BC) 8:15

**NOTE: A ONE-TIME REGISTRATION PROCESS IS REQUIRED TO ATTEND WORKSHOPS.**

**PLEASE ALLOW AN ADDITIONAL 30 MINUTES PRIOR TO THE START OF CLASS TO COMPLETE THIS PROCESS.**

**\*\* IF AUXILIARY SERVICES ARE NEEDED TO ATTEND CLASSES, PLEASE LET US KNOW 3-4 DAYS AHEAD OF SCHEDULE**

**EQUAL OPPORTUNITY EMPLOYER/PROGRAM**