

# December



## Job Readiness Training

2021

Session Training Schedule

The MET Center

### Ready to help you move forward!

The mission of Job Readiness Training is to empower our participants with relevant workforce knowledge and skills, tangible resources, and essential encouragement to emerge fully prepared for their chosen fields.



Monday	Tuesday	Wednesday	Thursday	Friday
		1	2	3
6 <b>JRT Orientation</b> JRT Facilitator, FWCA	7 <b>Orientation, Day 2 FSP &amp; Successful Job Search</b> JRT Facilitator, FWCA	8 <b>Strengths into Skills</b> JRT Facilitator <b>MoJobs Tutorial</b> MET Career Center	9 <b>Mental Health presentation</b> KHAOS <b>Skills Inventory</b> JRT Facilitator, FWCA	10 <b>Mental Health presentation</b> KHAOS <b>MoJobs Profile Completion</b> JRT Facilitator, FWCA
13 <b>Resumés/Cover Letters</b> JRT Facilitator, FWCA	14 <b>Legal Presentation</b> The Williams Bloc	15 <b>Financial Workshop</b> The Rhyan Group	16 <b>Financial Workshop</b> The Rhyan Group	17 <b>Smart Goals</b> JRT Facilitator <b>Resume Completion</b> MET Career Center
20 <b>Effective Communication</b> JRT Facilitator <b>Resume Completion</b> MET Career Center	21 <b>Critical Thinking</b> JRT Facilitator, FWCA	22 <b>Professionalism and Work Ethic</b> JRT Facilitator, FWCA	23 <b>Leadership in the Workplace</b> JRT Facilitator, FWCA	24 <b>Christmas Holiday</b> <b>No JRT class</b>
27 <b>Acing your Interview</b> JRT Facilitator, FWCA	28 <b>Acing your Interview + Mock Interviews</b> JRT Facilitator, FWCA	29 <b>Credentials check + Mock Interviews</b> JRT Facilitator, FWCA	30 <b>JRT Graduation</b> <b>2:00 p.m.</b>	31 <b>FWCA Holiday</b>