

BACK^t o WORK

PROGRAM SCHEDULE
Tuesdays and Thursdays 9am-12pm
October 1 - October 3
October 8 - October 10
October 15 - October 17

SOFT SKILLS AND JOB SEARCH TRAINING

The Back to Work Program is an intensive job readiness boot camp to **assist transitioning individuals back into the workforce.**

CLASS TOPICS INCLUDE:



Communicating Effectively and Listening Skills



Career Exploration



Conveying Professionalism



Job Application Process



Promoting Teamwork and Collaboration



Financial Management



Thinking Critically and Solving Problems



Personal Wellness

This program concludes with a **Certificate of Completion** and **Hiring Event** exclusively for program graduates



Attendance and completion of all sessions are required to complete the program.

SCAN QR CODE to REGISTER



SC WORKS
americanjobcenter
A Berkeley-Charleston-Dorchester
Council of Governments Program

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