



**For Immediate Release**  
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## **February Career Workshops In Mason City**

**MASON CITY, IOWA**—The Workforce Development Partnership is offering career planning workshops and services during February. All events are being held in Mason City at the local Workforce Development Center, 600 S. Pierce Avenue, Mason City, Iowa 50401 at no fee. Workshop dates and topics are:

**Every Tuesday, Résumé Workshop, 1:00-2:00 p.m.** This is a one-hour information session on how to prepare your résumé. Registration is required. Call (641) 422-1524 to register.

**February 19: Assessment, 9 a.m.-3 p.m.** This day includes an interest inventory and aptitude test to help participants decide which career track to pursue. To register call Janice at (641) 422-1515.

**February 20-22: Your Successful Job Search (Job Seeking Skills), 9 a.m.-3 p.m.** Three days will be spent on developing résumés, filling out applications and brushing up on interviewing skills. Call Jerry at (641) 422-1502 to register.

**February 21: Coping With Change Workshop, 10 a.m.-12 p.m.** During this 2 hour workshop participants will be provided with information and methods for dealing with change related to unemployment. Workshop topics include change zones, unemployment blues, managing stress, family concerns, and self esteem and support. For additional information and/or to register, please call Mila at (641) 422-1525, or (800) 392-2230 ext 525.

**February 22: Budgets and Finance, 9 a.m.-12 p.m.** This 3 hour workshop will provide participants with information regarding: community resources, reviewing your finances, working with creditors, health insurance and unemployment insurance. For additional information and/or to register, please call Mila at: (641) 422-1525 or (800) 392-2230 ext 525.

**February 28: Job and Career Options Workshop, 10 a.m.-12 p.m.** This 2 hour workshop will provide participants with information regarding options available when returning to work or school. Workshop topics include returning to work; job readiness; transferable skills; work experiences; barriers to employment; returning to school; benefits and costs; school readiness; enrollment procedures; financial aid; and balancing school, work and family. For additional information and/or to register, please call Mila at: (641) 422-1525 or (800) 392-2230 ext 525.

**January 28 - February 1: Workplace Essentials, 8:30am-3:00 p.m.** This 5 day workshop will cover Assessment and Learning Styles, Emotional Smarts (EQ), Informed Thinking, Communication, the Culture of Work, and Balancing Work and Family. For more information and / or to register, please call Jerry at (641) 422-1502.

**GED and Adult Basic Education classes from 8 a.m.-noon**, Monday through Friday. There is no fee and no registration. The Mason City Workforce Development Center has a Resource Center that is open Monday, 8 a.m.-6 p.m. and Tuesday–Friday, 8 a.m. - 4:30 p.m. Staff is available to direct customers to computer software, publications and Internet sites to help them research careers, schools, communities, and obtain information regarding current workforce trends. Call Mila at (641) 422-1525 for additional information.

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