

December Career Calendar

EVENTS

Below is a list of networking and HR events that we have compiled that will be taking place throughout the Puget Sound. While this is not a comprehensive list of ALL events, it is a great place to start! Details are also subject to change.

Date	Event	Info
December 1	Creating an Effective Job Search Strategy in Today's Market	Monday, 12/1 6:30 – 7:30pm Location: Just 10 minutes from downtown Seattle or downtown Bellevue, Community Center at Mercer View
December 2	Successful Interviews Workshop	When Tuesday, December 2, 2008, 3:30 – 5pm Where UW Career Center, 134 Mary Gates Hall Type Workshop Campus UW Seattle Event Contact Phone 206.543.0535 Link http://careers.washington.edu/students/workshopsandclasses/careers.washington.edu...
December 3	Building Your Network	When Wednesday, December 3, 2008, 5 – 6pm Where Smith 304 Event type Grad Student Events Campus UW Seattle Event Contact Name Briana Keller Event Contact Email kellerb@u.washington.edu
December 4	Recruiting SIG	8:30 AM 09:30 AM Merriman Berkman Next Inc. 800 Fifth Avenue, Suite 2900 Seattle, WA 98104 Are you interested in learning and sharing recruiting tips and techniques from your Human Resources colleagues? Come join our networking group of HR professionals who are facing the same challenges as you - finding talented workers. Contact: Betsy Basch Phone: 206 652 1573

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16234 42nd Ave. S.
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		E-mail: betsyb@parkerservices.com
December 4	Job Offer & Salary Negotiation Workshop	<p>When Thursday, December 4, 2008, 1:30 – 2:30pm</p> <p>Where UW Career Center, 134 Mary Gates Hall</p> <p>Type Workshop Campus UW Seattle</p> <p>Event Contact Phone 206.543.0535</p> <p>Link http://careers.washington.edu/students/workshopsandclassescareers.washington.edu...</p>
December 4	Career Fair	<p>11:00 a.m.-3:00 p.m. Greater Tacoma Convention and Trade Center 1500 Broadway Tacoma, Washington</p> <p>Contact: RecruitMilitary.com</p> <p>Flyer and directions</p> <p>Pre-register for this career fair</p>
December 4	Workshop	<p>5:30 pm - 6:30 pm WorkSource Columbia Basin 815 N Kellogg St Kennewick, WA 99336</p> <p>Contact: 509-734-5900 Thursday Night Special: Getting No Response to your Job Search?</p> <p>(Each week WorkSource Columbia Basin features a different Workshop to help with your job-hunting skills.)</p>
December 5	SHRM Presents - A Day With Marshall Goldsmith	<p>8:00 AM - 8:00 PM</p> <p>Four Seasons Aviara 7100 Four Seasons Point Carlsbad, CA 92011</p> <p>Don't miss this special opportunity! For more about Marshall Goldsmith go to</p>

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		www.shrm.org/seniorexecs . For more details, or to register by phone, contact Lauren Seplow at 703-535-6256 or e-mail her at seniorexecs@shrm.org .
December 9	The Heart Link Network	Tuesday, 12/9, 6:35 – 9:05pm Details at:
December 9	Non-Profit HR SIG	08:00 AM 09:30 AM Catholic Community Services 100 - 23rd Avenue South Seattle, WA 98144 Please join us for our December Roundtable meeting - "Internal Investigations Best Practices", facilitated by Gillian Murphy, Attorney with Davis Wright Tremaine. This group of non-profit organization leaders meets to discuss and share the opportunities and challenges of managing the human resources function in the not-for-profit arena. You do not have to be part of the non-profit industry to participate. Contact: Moselle Horiuchi Phone: 425-203-0421 Email: mhoriuchi@chckc.org
December 9	The Most Important 20 Seconds of Your Presentation	11:15 AM 1:00 PM The Bellevue club 11200 SE 6th Street Bellevue, WA 98004 11:00 am: Check in and networking 11:30 am: Seating and lunch 12:00: Program 1:00: Adjourn. We are committed to ending on time.
December 9	Resumes & Cover Letters Workshop	When Tuesday, December 9, 2008, 3:30 – 4:30pm Where UW Career Center, 134 Mary Gates Hall Type Workshop Campus UW Seattle Event Contact Phone 206.543.0535 Link http://careers.washington.edu/students/workshopsandclasses/careers.washington.edu...
December 10	Career Transition SIG	09:00 AM 10:00 AM

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		<p>Waldron & Company 1100 Olive Way Suite 1800 Seattle, WA 98101</p> <p>Whether you're actively looking or just want to proactively manage your career, this group is designed to help HR practitioners clarify career goals, network among peers, share job ideas, and provide positive support to keep you moving forward.</p> <p>Contact: Laura Doehle Phone: 206.792.4223 E-mail: laura@waldronhr.com</p>
December 10	Successful Interviews Workshop	<p>When Wednesday, December 10, 2008, 3:30 – 5pm</p> <p>Where UW Career Center, 134 Mary Gates Hall</p> <p>Type Workshop Campus UW Seattle</p> <p>Event Contact Phone 206.543.0535</p> <p>Link http://careers.washington.edu/students/workshopsandclassescareers.washington.edu...</p>
December 11	Workshop	<p>5:30 pm - 6:30 pm WorkSource Columbia Basin 815 N Kellogg St Kennewick, WA 99336</p> <p>Contact: 5 Thursday Night Special: Do You Like Your Mouse?</p> <p>(Each week WorkSource Columbia Basin features a different Workshop to help with your job hunting skills.) 09-734-5900</p>
December 12 & 15	Dependable Strengths for Grad Students & Postdocs	<p>When: Friday, December 12, 2008, 8:15am – 5pm and Monday, December 15, 2008, 8:15am – 5pm Where: MGH 134 Type: Workshop Campus UW Seattle Cost: \$75-\$125 Event Contact Name: Briana Keller Event Contact Email kellerb@u.washington.edu Link: http://careers.washington.edu/gradstudents/dependablestrengthsforgradstudentscareers.washington.edu...</p>
December 16	Job Search for International Students Workshop	<p>When: Tuesday, December 16, 2008, 3:30 – 5pm Where: UW Career Center, 134 Mary Gates Hall Campus: UW Seattle Event Contact Phone: 206.543.0535 Link:</p>

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December 16	Minority Business Roundtable	The Minority Business Roundtable is a resource for minority entrepreneurs and small business owners who want to grow their business. Members of the roundtable interact with other minority business owners to exchange advice on fundamental business issues. Time: 2:30-4:30 p.m. Place: Chamber's office, 1301 5 th Ave, 25 th Floor, Seattle Registration: Online or contact Larry Pike , 206.389.7215 Parking: Area parking structures
December 18	Workshop	5:30 pm - 6:30 pm WorkSource Columbia Basin 815 N Kellogg St Kennewick, WA 99336 Contact: 509-734-5900 Thursday Night Special: Your Next Job at the Pay You Need (Each week WorkSource Columbia Basin features a different Workshop to help with your job hunting skills.)
	North Creek Presbyterian Church Employment Network	10 a.m.-noon Fridays, 621 164th St. S.E., Mill Creek. Assistance in: organizing job search, networking strategies, résumé construction and review, interviewing techniques, reference management. Group discussions and sharing. All are welcome. Info: 425-743-2386.
	Classes for immigrants	Free job-preparation classes are offered quarterly to nonnative English speakers who are immigrants, refugees or citizens living in Bellevue. Classes offered are: Basic Computer Skills, Preparing for Work and On the Job Communications. Applicants will be placed in class depending on availability and level of ESL literacy. Registration: 5:30 p.m. Tuesday, Room R101, Bellevue Community College. Information: Call 425-564-2341, come to Room R-230 at BCC or visit www.bcc.ctc.edu/prepforwork .
	Northwest Career Fair	Sales, customer service, accounting, marketing, technical and manufacturing positions available; 11 a.m.- 3 p.m. Tuesday, Seattle Center (Northwest Rooms), First Avenue North and Republican Street. Info: www.nwcareerfair.com
	For military, veterans, spouses	The military-to-civilian recruiting firm RecruitMilitary will present a free hiring event for job seekers who have military backgrounds. 11 a.m.-3 p.m. Aug. 28 at the Greater Tacoma Convention and Trade Center, 1500 Broadway.
	Job development/placem	Asian Counseling and Referral Service Vocational Program offers free training for eligible Seattle residents Orientation is 3 p m Tuesdays at 3639 Martin

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	ent	Luther King Jr. Way S., Seattle. Info: 206-695-7569.
	Westminster Chapel / Overlake Christian Church Job Support Program	7 p.m. Thursdays at Westminster Chapel; 13646 N.E. 24th St., Bellevue. Assistance with résumés, interviewing skills, job sourcing, networking. Info: 425-562-8028.
	Age 40-plus job-search workshop AARP Foundation WorkSearch	Free employment service and tuition-paid classes for workers 40 or older. If 55 or older and income-eligible, earn \$500-plus per month while looking for work. Info: 206-624-6698 or blong@aarp.org
	Community-college offerings	Colleges offer free weekly sessions for the unemployed, formerly self-employed and displaced homemakers. Some options:
	South Seattle CC	1 p.m. Thursdays, Robert Smith Building, 6000 16th Ave. S.W., Room 81. Info: www.southseattle.edu/wrp .
	North Seattle CC	2:30 p.m. Tuesdays, College Center Building, 9600 College Way N., Room 3449. Info: www.northseattle.edu/wrp .
	Highline CC	1 p.m. Tuesdays, 2400 S. 240th St., Room 214, Building 6, Des Moines. Info: www.highline.edu/wrt .
	Cascadia CC	1 p.m. Wednesdays, 18345 Campus Way N.E., Cascadia Building, Room 161, Bothell. Info: www.cascadia.ctc.edu/wrp .
	Seattle Central CC	2 p.m. Thursdays, 1701 Broadway, Room 4180. Info: www.seattlecentral.edu/wrp .
	Shoreline CC	2-3 p.m. Wednesdays, 16101 Greenwood Ave. N., Room 2920. Info: www.shoreline.edu .
	Renton Technical College	For individual information and counseling sessions, call 425-235-5840 for appointment. Roberts Campus Center, 3000 N.E. Fourth St. Info: www.rtc.edu/programs/workerretraining .
	Bellevue Community College worker-retraining orientation	Tuesdays at 1:30 p.m., 3000 Landerholm Circle S.E., Bellevue. Room R203. Free tuition. Info: 425-564-4054, TTY: 425-564-4087; www.bellevuecollege.edu/wrp/we .
	The Opportunity Grant	Free tuition and books for those who qualify. Orientation is 2 p.m. Tuesdays at Bellevue Community College, 3000 Landerholm Circle S.E., Room D101. Info: hmorgan@bcc.ctc.edu .
	Lake Washington Technical College	2 p.m. Tuesdays, 11605 132nd Ave. N.E., Room W-204F, West Building, Kirkland. Info: www.lwtc.edu/wrp .
	Edmonds Community	Appointments available 20000 68th Ave W Room 130 Mountlake Terrace

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College

Hall, Lynnwood. Info: www.edcc.edu/retraining.



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