

Workshops are held at the
Voluntary Education Center.

Achieve your goals through
employment, education or
volunteerism.

Attend one of our service programs:

- Career Counseling/Assessments
- What Work is Best Suited for You
- Education Workshop
- Resume Writing Workshop
- Job Interview Workshop
- Federal Employment Workshop
- Volunteer Opportunities
- Entrepreneur Business Opportunities

Call our office to
register for
FMEAP Workshops

703-784-3232/2511

www.quantico.usmc-mccs.org/FMEAP



2012

WORKSHOPS

July-September



Family Member
Employment
Assistance Program
(FMEAP)

Need help looking for a job? We can help!

BUILDING BETTER RESUMES



DESCRIPTION:

Given that you have less than two minutes to attract an employer's attention and convince them to interview you, it is critical that your resume be clear, focused, and targeted to the job. Optimize your chances of success by learning how to write a resume that avoids common resume mistakes. Computers are available for use.

TIME:

0900-1100

DATE:

Tuesday, 10 July

Tuesday, 24 July

Tuesday, 21 August

Tuesday, 11 September

Tuesday, 18 September

ACING THE INTERVIEW



DESCRIPTION:

So many questions to answer. What should you wear? What types of questions should you expect? Prepare for that upcoming job interview by practicing personal presentation skills such as answering common interview questions, writing follow-up and thank you letters, and negotiating job offers.

TIME:

0830-1030

DATE:

Tuesday, 7 August

Tuesday, 4 September

OTHER OPPORTUNITIES

LOCAL EMPLOYMENT WORKSHOP

Thursdays 0830-0930.

Focuses on local area employment opportunities, contacts and job-search techniques.

HIRING SESSION FOR MILITARY SPOUSES AND FAMILY MEMBERS

Last Friday of each month, 1230-1330.

Bring your resume for on-site staffing agency interviews.

EMPLOYMENT VIDEO VIEWING

2nd and 4th Thursdays of each month, 1330-1430.

Videos designed to strengthen your job skills, covering a wide range of employment related topics.

SPOUSE'S NETWORKING GROUP

Last Wednesday of each month, 1130-1330.

A monthly meeting for spouses/family members to come together to learn and share helpful information on the networking process.

VOLUNTEER OPPORTUNITIES: Come out and learn the benefits of volunteering your services and how it can be reflected on your resume as a selling tool.

NETWORKING: Learn the secrets of how to successfully network.