

JOB CLUB



2018 SCHEDULE & OUTLINE

Thursdays | 1 - 3 p.m.

1850 W. Roosevelt Road | Chicago, IL 60608

OPEN TO JOB SEEKERS, ESPECIALLY THOSE WITH A VISUAL IMPAIRMENT

DATE	TASK
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WEEKS 1 - 3

9/20	Knowing yourself and focusing your employment goals
9/27	Marketing yourself- your presentation and the tools you have to use
10/4	Social Security Benefits - how will returning to work impact your benefits

WEEKS 4 - 7

10/11	Financial Literacy - Ensuring you have full access to your accounts, the National ABLE Act, understanding a credit score, and addressing student loans
10/18	Developing your resume, crafting cover letters, and on-line job application
10/25	Interviewing from the employers perspective
11/1	Mock interviews and computer assessments

WEEKS 8 - 11

11/8	Federal and State Employment opportunities for people with disabilities
11/15	Getting around-O&M and transportation choices
11/29	Disability disclosure and discrimination rights and responsibilities
12/6	Assistive/adaptive technology in the workplace, and requesting reasonable accommodations

WEEK 12

12/13	Keeping the job once you have it!
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Please Contact Maureen Reid, Job Placement Counselor/Scholarship Coordinator
AT 312-997-3665 or maureen.reid@chicagolighthouse.org with any questions!