

The COUNCIL
for ECONOMIC
OPPORTUNITIES
in Greater Cleveland

(216) 696-9077
ceogc.org

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SUMMER CALENDAR OF CLASSES, EVENTS + WORKSHOPS

****Free to eligible individuals and families****

June 2017 – Big Walks

The Council for Economic Opportunities' Big Walks are coming up! Staff will be in YOUR neighborhood, talking about Head Start, helping you enroll your child and promoting upcoming workshops and events. We're visiting Downtown, the East side, the West side and the Southeast region. Visit ceogc.org to find out when we'll be in your area!

Tuesday, June 13 – Friday, June 16 – Job Readiness Workshop

9:30 a.m. to 3 p.m. at 1801 Superior Avenue, Suite 400

The Job Readiness workshop covers such topics as human relations in the workplace, interviewing skills and resume and cover letter writing. The sessions conclude with each student engaging in a mock interview with their Job Development Specialist, answering questions and preparing them to meet with potential employers.

To register for this workshop, please call Kayla Morales at (216) 651-5188 ext. 2

Tuesday, June 20 – Friday, June 23 – Job Readiness Workshop

9:30 a.m. to 3 p.m. at 1801 Superior Avenue, Suite 400

The Job Readiness workshop covers such topics as human relations in the workplace, interviewing skills and resume and cover letter writing. The sessions conclude with each student engaging in a mock interview with their Job Development Specialist, answering questions and preparing them to meet with potential employers.

To register for this workshop, please call Kayla Morales at (216) 651-5188 ext. 2

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Monday, June 26 – Customer Service Training Workshop

This workshop meets from 9 a.m. to 3 p.m. Monday – Friday until August 4th. This workshop will be held at 1801 Superior Avenue, Suite 400

If you're looking to improve your computer skills and become a certified customer service representative, this is the workshop for you! This six-week workshop takes place Monday through Friday from 9:00 am to 3:00 pm. The curriculum offers interactive instruction that gets you ready for real-world experience. You'll learn financial literacy, digital literacy and customer interaction skills. After successfully completing the course, you will receive a certificate from the International Customer Service Association and a free refurbished computer and access to reduced rate Internet services and Wi-Fi.

*This course requires a GED or a High School Diploma.

To register for this workshop, please call Kayla Morales at (216) 651-5188 ext. 2

Tuesday, July 11 – Friday, July 14 – Job Readiness Workshop

9:30 a.m. to 3 p.m. at 1801 Superior Avenue, Suite 400

The Job Readiness workshop covers such topics as human relations in the workplace, interviewing skills and resume and cover letter writing. The sessions conclude with each student engaging in a mock interview with their Job Development Specialist, answering questions and preparing them to meet with potential employers.

To register for this workshop, please call Kayla Morales at (216) 651-5188 ext. 2

Tuesday, July 18 – Job Placement Workshop

9:30 a.m. to 3 p.m. at 1801 Superior Avenue, Suite 400

Please note that you must complete the Job Readiness Workshop prior to receiving job placement assistance. There are jobs out in the workforce, it's a matter of matching potential job candidates with available jobs. The Council for Economic Opportunities job placement coaches will work with you in one-on-one sessions to teach how to look for the right job.

To register for this workshop, please call Kayla Morales at (216) 651-5188 ext. 2

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Tuesday, July 25 – Domestic Violence Workshop

This seventeen-week workshop meets from 10 a.m. to Noon every Tuesday until November 14th. This workshop will be held at 1801 Superior Avenue, Suite 400.

Practicing self-control is vital in relationships and in our daily living. The Council's licensed social workers use a curriculum called *Creating a Process of Change for Men Who Batter*. We are able to walk you through this difficult topic and provide strategies to deal with anger in a non-violent way. This workshop will assist men in resolving conflicts to avoid self-defeating consequences. We realize that domestic violence affects both men and women and impacts the entire family. We are able to provide resources to treat all who are involved. Successful participants will receive a certificate at the conclusion of the workshop.

To register, please contact Carl Paoletta at (216) 357-2621 ext. 617 or Frances Brown at (216) 268-1600 ext. 618

Wednesday, July 26 – Anger Management Workshop

This workshop meets from 10 a.m. to noon every Wednesday until September 13th. This workshop will be held at 20700 Southgate Park Blvd., Maple Heights, OH

Anger is a normal human emotion – but how do you deal with it? While some people handle anger well, others may need support to manage it. Our workshops follow the curriculum laid out in the book *Anger Management for the Twenty-First Century*. The workshops are run by our licensed social workers and teach participants how to effectively manage their anger. Participants actively engage with our social workers, monitor their own emotions, work on communication skills and are taught how to respond instead of react. They are provided with classwork and homework assignments for continued growth. Successful participants will receive a certificate at the conclusion of the workshop.

To register, please contact Miriam Bridgett at (216) 858-1781 ext. 621 or Sharon Rosser at (216) 357-2621 ext. 619

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Thursday, July 27 – Parenting Workshop

This workshop meets from 10 a.m. to noon every Thursday until September 14th. This workshop will be held at 1801 Superior Avenue, Suite 400

The most important role in life is that of a parent. How we treat a child matters greatly and helps to shape the kind of person he or she will become. The *Parenting Piece by Piece* workshop lead by our social workers will train participants in child development and building healthy relationships through engaging activities that teach parents a different way to understand and manage conflicts. Our goal is to help you gain the skills needed to reduce stress which will help you be a more loving parent to your child.

To register, please contact Wally Espada at (216) 357-2621 ext. 537

August 2017 – Head Start Center Open Houses

Join the Council for Economic Opportunities staff at this year's open houses for our Head Start centers. Tour the buildings, meet the teachers and learn how your child(ren) can benefit from our high-quality preschool program. Staff will be on hand to answer any questions about Head Start, and tell you more about what the Council can offer you and your family. Visit ceogc.org for a full schedule of Open House dates!

Tuesday, August 1 – Friday, August 4 – Job Readiness Workshop

9:30 a.m. to 3 p.m. at 1801 Superior Avenue, Suite 400

The Job Readiness workshop covers such topics as human relations in the workplace, interviewing skills and resume and cover letter writing. The sessions conclude with each student engaging in a mock interview with their Job Development Specialist, answering questions and preparing them to meet with potential employers.

To register for this workshop, please call Kayla Morales at (216) 651-5188 ext. 2

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Monday, August 7 – Microsoft Office Workshop

This three-week workshop meets from 9 a.m. to 3 p.m. Monday – Friday until August 25th. This workshop will be held at 1801 Superior Avenue, Suite 400

Do you have a basic grasp of Microsoft Office but want to learn more, ask questions and sharpen your skills? The Council will host a three week Microsoft Office workshop to help you advance your knowledge in Word, Excel, PowerPoint and Outlook. Upon successful completion of the program, students will receive a free refurbished computer and access to reduced rate Internet service and Wi-Fi!

To register for this workshop, please call Kayla Morales at (216) 651-5188 ext. 2

Tuesday, August 15 – Job Placement Workshop

9:30 a.m. to 3 p.m. at 1801 Superior Avenue, Suite 400

Please note that you must complete the Job Readiness Workshop prior to receiving job placement assistance. There are jobs out in the workforce, it's a matter of matching potential job candidates with available jobs. The Council for Economic Opportunities job placement coaches will work with you in one-on-one sessions to teach how to look for the right job.

To register for this workshop, please call Kayla Morales at (216) 651-5188 ext. 2

Monday, August 21 – Customer Service Training Workshop

This workshop meets from 9 a.m. to 3 p.m. Monday – Friday until September 29th. This workshop will be held at 1801 Superior Avenue, Suite 400

If you're looking to improve your computer skills and become a certified customer service representative, this is the workshop for you! This six-week workshop takes place Monday through Friday from 9:00 am to 3:00 pm. The curriculum offers interactive instruction that gets you ready for real-world experience. You'll learn financial literacy, digital literacy and customer interaction skills. After successfully completing the course, you will receive a certificate from the International Customer Service Association and a free refurbished computer and access to reduced rate Internet services and Wi-Fi. *This course requires a GED or a High School Diploma.

To register for this workshop, please call Kayla Morales at (216) 651-5188 ext. 2

For more information about the Council for Economic Opportunities and our offerings, please visit our website at ceogc.org.