

Oaklands Corporate Center  
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Register for Workshops on PA CareerLink®: [www.pacareerlink.pa.gov](http://www.pacareerlink.pa.gov)

**Office Hours:** Monday thru Friday - 8:30 am to 4:30 pm  
**\*NEW -** Every 2<sup>nd</sup> and 4<sup>th</sup> Wednesday – 8:30 am to 7:00 pm

Monday	Tuesday	Wednesday	Thursday	Friday
<p>Join us at the <b>PA CareerLink® - Chester County and CCIU Head Start Job and Career Fair</b> on <b>Wednesday, February 27<sup>th</sup></b> from 4:30 pm to 6:30 pm. The event will take place at the Gordon Early Literacy Center – 351 Kersey Street, Coatesville, PA. Attendees can park in the municipal lots located at S. 3<sup>rd</sup> Avenue and E. Lincoln Highway and S. 3<sup>rd</sup> Avenue and Maple Avenue without a permit.</p>				<p><b>1</b> <b>RESEA Orientation</b> 9:30a – 11:30a (MP2)</p> <p>VITA – Free Tax Preparation Services 9:30a – 3:30p (CRA &amp; FSC)</p>
<p><b>4</b></p> <p><b>EARN Orientation 9a – 12p (CRA)</b></p> <p><b>RESEA Orientation 1p – 3p (MP2)</b></p>	<p><b>5</b></p> <p>Resume Writing &amp; Job Search Workshop 10a – 12p (MP1)</p> <p>Ace the Interview Workshop 1p – 3p (MP1)</p>	<p><b>6</b></p> <p><b>RESEA Orientation 1p – 3p (MP2)</b></p>	<p><b>7</b></p> <p><b>EARN Orientation 9a – 12p (CRA)</b></p> <p>Assessment &amp; Personality Tests: Strategies for Pre-Employment Testing 10a - 11:30a (MP1)</p> <p><b>RESEA Orientation 1p – 3p (MP2)</b></p> <p><b>OVR Meeting/Appointment 3p – 4p (CRA)</b></p>	<p><b>8</b></p> <p><b>RESEA Orientation</b> 9:30a – 11:30a (MP2)</p> <p>VITA – Free Tax Preparation Services 9:30a – 3:30p (CRA &amp; FSC)</p>
<p><b>11</b></p> <p><b>EARN Orientation 9a – 12p (CRA)</b></p> <p><b>RESEA Orientation 1p – 3p (MP2)</b></p>	<p><b>12</b></p> <p><b>Executive Director Peer Group</b> 8:30a - 10:30a (CRA)</p> <p>Coping with Job Loss Support Group 12p – 1p (CRA)</p> <p>Resume Revival Workshop 1p – 2:30p (MP1)</p> <p><b>Staff Meeting: MWN Check-In 3p – 4p (MP2)</b></p>	<p><b>13</b></p> <p>Modern Interviewing Workshop 10a – 11:30a (MP1)</p> <p><b>RESEA Orientation 1p – 3p (MP2)</b></p> <p><b>Operator Advisory Committee Meeting</b> 2:30p – 4p (MP2)</p> <p>Making the Most of Job Fair Experience Workshop 4:30p – 6:30p (MP2)</p> <p>VITA – Free Tax Preparation 2:30p – 6:30p (AR)</p>	<p><b>14</b></p> <p><b>EARN Orientation 9a – 12p (CRA)</b></p> <p>Bridging the Skills Gap Workshop 10a – 11:30a (MP1)</p> <p><b>RESEA Orientation 1p – 3p (MP2)</b></p> <p>Know Before You Go – Get Inside Information Before Your Next Interview 2:45p – 3:45p (MP1)</p>	<p><b>15</b></p> <p><b>RESEA Orientation</b> 9:30a – 11:30a (MP2)</p> <p>VITA – Free Tax Preparation Services 9:30a – 3:30p (CRA &amp; FSC)</p>
<p><b>18</b></p> <p><b>OFFICE CLOSED</b> For Observance of <b>PRESIDENTS' DAY</b></p>	<p><b>19</b></p> <p>Navigating the PA CareerLink Labor Exchange Site 10a – 11:30a (AR)</p> <p>Health 101 – Sleep, Stress &amp; Physical Activity 12:30p – 1:30p (MP1)</p> <p><b>RESEA Orientation 1p – 3p (MP2)</b></p> <p>Resume Writing 101 Workshop 2:30p – 4:00p (MP1)</p>	<p><b>20</b></p> <p><b>RESEA Orientation 1p – 3p (MP2)</b></p> <p>Market Yourself Workshop 1p – 2:30p (MP1)</p> <p><b>Staff Meeting: Addressing Barriers Committee</b> 3p -4p (MP1)</p>	<p><b>21</b></p> <p><b>EARN Orientation 9a – 12p (CRA)</b></p> <p>Finding Your Fit Workshop 10a – 11:30a (MP1)</p> <p><b>RESEA Orientation 1p – 3p (MP2)</b></p>	<p><b>22</b></p> <p><b>RESEA Orientation</b> 9:30a – 11:30a (MP2)</p> <p>VITA – Free Tax Preparation Services 9:30a – 3:30p (CRA &amp; FSC)</p>
<p><b>25</b></p> <p><b>EARN Orientation 9a – 12p (CRA)</b></p> <p><b>RESEA Orientation 1p – 3p (MP2)</b></p>	<p><b>26</b></p> <p>Business Skills: The What and How of Workplace Success Workshop 10a-11am (MP1)</p> <p>Overcoming the Age Barrier Workshop 1p – 2:30p (MP1)</p> <p>Coping with Job Loss Support Group 12p – 1p (CRA)</p>	<p><b>27</b></p> <p><b>WDB Meeting 8:30a – 10:30a (MP1/2)</b></p> <p><b>RESEA Orientation 1p – 3p (MP2)</b></p> <p><b>PA CareerLink® - CCIU Head Start Job &amp; Career Fair @ Gordon ELC</b> <b>351 Kersey Street • Coatesville 4:30p – 6:30p</b></p>	<p><b>28</b></p> <p><b>EARN Orientation 9a – 12p (CRA)</b></p> <p>Resume Revival Workshop 10a -11:30a (MP1)</p> <p><b>RESEA Orientation 1p – 3p (MP2)</b></p> <p>Cover Letter Workshop 1p – 2:30p (MP1)</p>	<p><b>MAR 1</b></p> <p><b>RESEA Orientation</b> 9:30a – 11:30a (MP2)</p> <p>VITA – Free Tax Preparation Services 9:30a – 3:30p(CRA/FSC)</p>

## PACL and UWFSC - Partner Hours of Operation

**WELCOME CENTER** – Not sure where to begin? Visit the Welcome Center to get a better understanding of services offered thru PA CareerLink® and the United Way Financial Stability Center. The Welcome Center is open Monday thru Friday 9:30 am – 2:30 pm. No appointment is necessary.

**CHESTER COUNTY LIBRARY - INDIVIDUAL BASIC COMPUTER TUTORING** - Offer a one-time free one-on-one basic computer training session. Sessions are offered on Tuesday. Appointments are required. Call (610)-280-1033.

**COUNTY ASSISTANCE OFFICE (CAO)** – Provides social services such as TANF, Medical Assistance, Supplemental Nutrition Assistance Program, Home Heating Assistance (LIHEAP), Child Support/Child Care Referrals, Long term care assistance and Supportive Services for Individuals with Disabilities. Services are available on-site by appointment by calling the CAO at (610) 466-1000, or completing an application at: <https://www.compass.state.pa.us>

**CPA OF CHESTER COUNTY - Disability Resources to Enhance Independence:** This is a one-on-one session to provide person Centered Counseling and community resources for persons with disabilities so that they can have financial stability. Call 610-524-5850, ext. 307. Services available the First Monday of the month - 8:30 am to 11:30 am.

**DISABLED VETERANS OUTREACH PROGRAM** – Provides 1 on 1 employment support and priority of services to eligible Veterans with significant barriers to employment. Call Disabled Veterans Outreach Specialist @ (610) 280-1037 for more info. Services available Monday thru Friday, 8:30 am to 4:30 pm.

**DELAWARE COUNTY COMMUNITY COLLEGE (DCCC)** – Available by appointment to provide information/access to DCCC credit and non-credit education programs. Call (610) 359-7346 for appointment or more info.

**EARN/WORK READY PROGRAM** – Provides workforce development and job search/placement services to single parents receiving public assistance. To qualify for these programs you must be referred by the County Assistance Office. Contact your CAO caseworker @ (610-466-1000) to determine if you qualify for these programs.

**FAMILY SERVICE OF CHESTER COUNTY** - Confidential coaching and counseling services to support you in achieving your financial and employment goals. Whether you simply need encouragement, help managing the stress or addressing other obstacles getting in the way, services are available to you by appointment. For more information call (610) 696-4900. Monday - 8:30 am to 12:00 pm and Tuesday - 10:00 am to 2:00 pm.

**FULL CIRCLE COMPUTING** – An approved Statewide Training Vendor for ITA customers that provides customized training solutions for PACL customers seeking employment. Training options include MS Office, SharePoint, SQL, VBA, Project Management, Crystal Reports, Graphic Design and Web Apps. Contact a Full Circle rep at (610) 594-9510 for more info/appointment.

**GED PREP CLASSES AND GED TEST CENTER** - Available on-site for individuals seeking to obtain their GED. For classes, contact 610-280-1052. Testing is available on Thurs/Fri by appt., call (484) 364-1566.

**LABOR AND INDUSTRY AND WIOA TITLE I SERVICES** – For job seekers, services include job search/placement assistance, 1 on 1 employment support, assessment services and tuition assistance (ITA) programs. For employers, services include job posting services, employer relations, recruitment events, rapid response services and on-the-job training. For more info, visit our Welcome Center Monday thru Friday 9:30 am – 2:30 pm.

**LEGAL AID OF SEPA- LEGAL CLINIC** - This one-on-one session on civil legal matters including family law, protection from abuse, bankruptcy, unemployment compensation, pardon and expungement, etc. Appointments are required and available by calling 610-280-1033. Services available the third Tuesday of month from 8:30 a.m.to 12:00 pm.

**MANPOWER, INC.** – Provides recruitment, assessment and training/development, career management and workforce consulting services for job seekers and employers. Available on Thursdays by appointment, call (610) 313-1401.

**MATERNAL CHILD HEALTH CONSORTIUM - FAMILY BENEFITS ENROLLMENT:** offers assistance in applying for health benefits such as Medicaid, CHIP, and food stamps available both the English and Spanish. For appointment call 484-999-0360. Services available Wednesday - 8:30 am to 4:30 pm.

**OPEN HEARTH, INC.-** Navigation, Assessment, Financial Planning, and Budgeting Services: Not sure where to start? Call (610) 280-1023 or email [athornton@openhearthinc.org](mailto:athornton@openhearthinc.org) for more information or to schedule an appointment. Services available Monday, Tuesday, Thursday and Friday from 9:00 am to 4:30 pm.

**OFFICE OF VOCATIONAL REHABILITATION (OVR)** – provides counseling and supportive services to individuals with disabilities. To meet with an OVR counselor at PACL, you must first complete the necessary intake application with OVR central office located in Montgomery County. Call (484) 250-4340 for more info.

**PATHSTONE, INC. - NATIONAL FARMWORKER JOBS PROGRAM (NFJP).** – Provides services under the NFJP for migrant and seasonal farmworkers. The NFJP provides job training, career services, On-the-Job training, Agricultural Up-Grade Training, Related services for stabilization in Agriculture and Supportive Services. Individuals must meet specific eligibility requirements. Contact (610) 925-5600 for more information/appointment.

**UNEMPLOYMENT COMPENSATION (UC) COURTESY PHONE** – UC provides a Courtesy Phone within PACL for customers experiencing difficulty connection with them. The UC Courtesy Phone is available on Monday, Tuesday and Thursday between 11 am and 3 pm.

**VITA – FREE TAX PREPARATION SERVICES** - offered by Life Transforming Ministries, provides seasonal tax preparation services on site. To learn more call 610-380-9099. Friday from 10 am to 3 pm between 2/1 and 4/12.

**VOLUNTEER ENGLISH PROGRAM (VEP)** - Provides one-on-one adult English tutoring services and offers a weekly conversation group. To learn more call 610-918-8222.

**A Full Menu of Partners Services is Available upon Request**