







SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5 classes held at 5000 SAN MATEO BLVD NE >>	6 CAREER COMPASS N: Explore A Career 1:00 pm - 2:15 pm Internet Basics 2:30 pm - 3:30 pm	7 CAREER COMPASS E: Resume/Applying 1:00 pm - 2:15 pm Money Management 2:30 pm - 3:30 pm	8 COMMUNITY CAREER FAIR 1-3 pm Meet company hiring managers...hand out your resume...get valuable job leads! 5000 San Mateo Blvd	9 CAREER COMPASS S: Interviewing 1:00 pm - 2:15 pm	10 CAREER COMPASS W Your New Job 1:00 pm - 2:15 pm Stress Management 2:30 pm - 4:00 pm	11 YOU DONATE ITEMS TO GOODWILL 
12 classes held at 6001 LOMAS BLVD NE >>	13	14 Excel-Beginners 9:30 am - 11:00 am Thinking Critically 11:30 am - 12:30 pm	15 Microsoft: Explorer 9:30 am - 10:45 am First Impressions 11:00 am - 12:00 pm	16 Microsoft Word 9:30 am - 10:45 am Microsoft PowerPoint 11:00 am - 12:15 pm	17 Stress Management Workshop 2:30 pm - 4:00 pm	18 DONATIONS ARE SOLD IN GOODWILL STORES 
19 classes held at 5000 SAN MATEO BLVD NE >>	20 Resiliency 9:00 am - 10:30 am Thinking Critically 11:00 am - 12:00 pm	21 Intro to Coding 9:00 am - 10:15 am Coding Workshop 10:30 am - 11:30 am	22 Game Development 9:00 am - 10:30 am App Development 11:00 am - 12:30 pm	23 COMMUNITY CAREER FAIR 1-3 pm Meet company hiring managers...hand out your resume...get valuable job leads! 5000 San Mateo Blvd	24 Excel-Functions 9:00 am - 10:30 am Excel-Pivot Tables 11:00 am - 12:30 pm	25 THE REVENUE FUNDS OUR FREE PROGRAMS & SERVICES 
26 classes held at 6001 LOMAS BLVD NE >>	27 Resiliency Workshop 9:00 am - 10:30 am Excel Mindset 2:30 pm - 4:00 pm	28 CAREER COMPASS E: Resume/Applying 1:00 pm - 2:15 pm Excel-Beginners 2:30 pm - 4:00 pm	29 Microsoft Word 1:00 pm - 2:15 pm Microsoft PowerPoint 2:30 pm - 3:45 pm	30 CAREER COMPASS S: Interviewing 1:00 pm - 2:15 pm Money Management 2:30 pm - 3:30 pm	31	NEW MEXICANS FIND JOBS! 

FREE CLASSES FOR THE COMMUNITY !

DigitalSkills

EXCEL- BEGINNERS: Workshop intro to spreadsheet features: sorting, formatting, filtering & basic formulas

EXCEL-FUNCTIONS: look at VLOOKUP, WEEKDAY, SUMIFS, "absolute vs relative" cells & data validation.

EXCEL-PIVOT TABLES: In-depth review of PivotTable construction & use

EXCEL MINDSET: Focus on mental & analysis skills needed to use excel well

MICROSOFT EXPLORER: How to download, upload, save, organize & find files. Navigating Windows OS.

MICROSOFT WORD: Format, save, spellcheck documents
Learn to space & insert images/shapes. Design layout.

MICROSOFT POWERPOINT: Learn to design, animate slides and play/save presentations.

INTERNET BASICS: Learn about the internet, search engines, browsers & online safety.

INTRO TO CODING: Programming overview of JavaScript, Python and web development.

CODING WORKSHOP: Fun coding games to build coding skills in JavaScript & Python

APP DEVELOPMENT: Intro to app coding, a look at iOS & Android, plus interactive learning exercises.

GAME DEVELOPMENT: Intro to creating video games and using game engines

EmploymentSkills

Career Compass Employment Skills Series (NESW):

N/EXPLORE A CAREER: Explore career interests, identify existing skills & analyze for potential jobs

E/RESUME & APPLYING: Create/improve resume and learn how to apply for jobs online better.

S/INTERVIEWING: Best practices in interviewing & professional communication for success.

W/YOUR NEW JOB: Building relationships, good attitude & behavior skills to grow in your new position.

FIRST IMPRESSIONS: Using time management, words, appearance & body language to make good impression.

LEARN.
GROW.
SUCCEED.
INSPIRE.

LifeSkills/WellnessSkills

STRESS MANAGEMENT: Detailed look at causes of stress & strategies to overcome. Stress Less

STRESS MANAGEMENT WORKSHOP: Discover meditative/other practice to relieve stress

MONEY MANAGEMENT: Financial literacy class on paychecks, budgets, expenses & credit

RESILIENCY: In-depth look at how to withstand & recover from the difficulties of life.

RESILIENCY WORKSHOP: Discover tools to develop plan to strengthen resiliency skills

THINKING CRITICALLY: Become better thinkers. Build analytical skills, learn to determine the validity of information.

COMMUNITY CAREER FAIR on 1/8/25 & 1/23/25
5000 San Mateo Blvd NE from 1 pm-3 pm