



Women's Resource Center

953 Second St., S.E.
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At some point in our life, we are faced with making important career and personal decisions. The goal of Career Services is to help women and men assess their interests, skills, talents, and strengths so they may make important job decisions. The first career counseling session is free. Subsequent sessions are offered on a sliding scale.

Career Counseling

A counselor will provide services tailored to meet individual needs. Our career toolbox includes:

- ◆ Vocational interest and skills assessment inventories
- ◆ Development of career & professional goals
- ◆ Resume and cover letter writing
- ◆ Interviewing skills
- ◆ Research of career and job market trends
- ◆ Employment negotiation
- ◆ Life/work coaching

Our Career Center is now open! Stop by at your convenience to do a free computer job search in a quiet atmosphere.

Women's Alliance for Self-Sufficiency

Sponsored by the Compassion Fund of J. Jill through the Boston Foundation, this collaborative *career and counseling services* program provides women the basic tools needed to overcome the obstacles to achieving self-sufficiency. Workshops are offered from *How to Start an Online Business* to *Women in Business: Toolbox Series* to financial literacy. We partner with local stores to help teens and adults find outfits for job interviews at no cost. We also work with local high schools to help them provide career services to students.

Microloan Program for Women

Whether you are considering starting your own business, expanding your existing business or if you need further career training, certification or tools for

your current employment, FOCUS can provide small loans and individualized training to help you be successful.

Lawyers Assistance Night and Financial Assistance Night - **Free!**



Our popular Lawyers Assistance Night offers consultations to women and men from local attorneys the first Tuesday of each month. Coming soon - a local financial institution will be offering a monthly Financial Assistance

Night to women and men who need consultation on personal financial matters.

"Programs to Go"

We are happy to customize affordable workshops and seminars for businesses to meet employee needs. Topics arranged by request. Call and let us help you meet your business needs!

