

**The Actors Fund,
for everyone
in entertainment.**

THE CAREER CENTER WEEKLY WORKSHOPS IN LOS ANGELES AND BURBANK

Orientation

Los Angeles: Mondays (except holidays), 1:00 pm – 2:30 pm

Burbank: Thursdays (except Valley Days), 10:00 am – 11:30 am

Join us for an overview of The Actors Fund, introduction to all of the Career Center services, including workshops and individual career counseling. The Career Center Orientation is a pre-requisite for attending the weekly workshops.

Career Assessment

Los Angeles: 1st Tuesday, 10:00 am – 12:30 pm

Burbank: 2nd Friday, 10:00 am – 12:30 pm

Here is your chance to explore and prioritize your values, skills, and interests while getting a better understanding of the jobs that best fit you. Your creative talents can be put to good use in many facets throughout the world of work.

Job Seeking Strategies

Los Angeles: 1st Thursday, 10:00 am – 12:30 pm

Burbank: 2nd Monday, 10:00 am – 12:30 pm

Looking for jobs in all the wrong places? Deepen your understanding of today's job market, while discovering more efficient strategies for finding work. Learn how to use keywords to refine your job board results and practice a 30 second pitch that will help you develop the relationships you'll need to find flexible opportunities.

Resume Writing I

Los Angeles: 2nd Tuesday, 10:00 am – 12:30 pm

Burbank: 3rd Friday, 10:00 am – 12:30 pm

Are you tired of sending your resume out and not getting any response? In this workshop you will gain techniques, tips and tools that will increase your visibility in a competitive job market. Get acquainted with your transferable skills and accomplishments and begin to market them effectively.



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Where: The Actors Fund

Los Angeles: 5757 Wilshire Blvd, Suite 400, Los Angeles, CA 90036

Burbank: 2520 W. Olive Ave, 3rd Floor, Burbank, CA 91505

Contact: careercenterwest@actorsfund.org or 323.933.9244 ext. 450.

Please be aware that we are closed on all major holidays. If you are unsure, please view our calendar www.actorsfund.org. Please be on time. Latecomers will not be admitted.

Social Networking

Los Angeles: 2nd Thursday, 10:00 am – 12:30 pm

Burbank: 3rd Monday, 10:00 am – 12:30 pm

Feeling intimidated about using social media for your job search? This seminar will introduce you to the technological tools such as LinkedIn, indeed.com, and other social media sites that will up your game.

The Art of Interviewing

Los Angeles: 3rd Tuesday, 10:00 am – 12:30 pm

Burbank: 1st Friday, 10:00 am – 12:30 pm

Whether you have an upcoming interview or want to be prepared when it comes along, this workshop will put the tools in your back pocket for getting the job! Practice your 60 second pitch, learn how to answer the tough interview questions, and feel empowered the next time you walk into an interview. A must for anyone in today's job market!

Resume Writing II

Los Angeles: 3rd Thursday, 10:00 am – 12:30 pm

Burbank: 1st Monday, 10:00 am – 12:30 pm

Are you looking for some concrete ways to improve your current resume? Work with other Career Center participants to review and provide feedback on each other's materials in this hands-on, comprehensive workshop designed to review and refine your resume.

***MUST bring 2 copies of a job description of your choosing and 2 copies of your resume tailored to that position.**

****Prerequisite:** Resume Writing I