

Community Calendar items for Oct 2018 – Jan 2019

Opportunity Junction is a non-profit organization that fights poverty by helping low-income Contra Costa residents gain the skills and confidence to get and keep jobs that support themselves and their families.

Ongoing: Need a job? Learn about our programs every Tuesday at 10 a.m. and 6 p.m.

We help motivated job-seekers find employment in a variety of fields at no cost to you. Our programs train for office or administrative work, support clients while they complete Los Medanos College short-term career technical education certificates, or provide individualized career services. For more information about our programs, attend our information sessions every Tuesday at 10 a.m. or 6 p.m. at Opportunity Junction, 3102 Delta Fair Blvd, Antioch (925) 776-1133.

www.OpportunityJunction.org

Ongoing: Need a job now? Learn more about our programs every Tuesday at 10 a.m. and 6 p.m.

Career counselors in provide support and assistance navigating your job search. Get help with upgrading your resume and cover letter, and access to jobs that are not publicly posted. Attend our information sessions every Tuesday at 10 a.m. or 6 p.m. at Opportunity Junction, 3102 Delta Fair Boulevard, Antioch (one block east of Somersville Road), (925) 776-1133,

www.opportunityjunction.org

Ongoing: English as a Second Language (ESL) classes – Tuesdays and Thursdays 6:00-9:00 p.m.

This is a teacher-led class. Registration is ongoing, Mondays-Thursdays 6-9 p.m. This service is free and available to everyone 18 years of age or older. Opportunity Junction, 3102 Delta Fair Boulevard, Antioch (one block east of Somersville Road), (925) 776-1133,

www.opportunityjunction.org

Ongoing: Drop-in Internet and Computer Access – Monday – Thursday 5:00-9:00 p.m.

Come use our computers for Internet access, email, job search, etc. Volunteer tutors may be available to help with computer questions. There is software for practicing typing and for learning English. This service is free and available to everyone 18 years of age or older. Opportunity Junction, 3102 Delta Fair Boulevard, Antioch (one block east of Somersville Road), (925) 776-1133,

www.opportunityjunction.org

Ongoing: Road Map to College for youth 18-24 years old

Do you have any students, family members, or friends between the ages of 18-24 who might be interested in going to Los Medanos College but don't know where to start? We provide one year of College Counseling and support!

Support includes: Enrollment Assistance, Assessment Test preparation, on-site meetings with Academic Counselors, Individual Career Counseling and Job Placement Assistance upon completion of the program. Opportunity Junction also provides: Money for Books and Student Fees, Parking Permits, Transportation, School Supplies, Uniforms, and more!

Please contact Dionne at Dionne@OpportunityJunction.org or call (925) 776-1133.

October 2018

Tuesday, October 23rd, 7:30-9:00 p.m. – Internet Basics on Tuesday and Thursday nights

This free 3-week class is part of a series introducing beginners to learn how to use the Internet to research, find websites, and navigate web pages using tab browsing; at Opportunity Junction, 3102 Delta Fair Boulevard, Antioch (one block east of Somersville Road). Sign up in advance at www.opportunityjunction.org/evening or call (925) 776-1133.

Monday, October 22nd, 6:00-9:00 p.m. – Internet Intermediate on Monday nights

This free 3-week class is part of a series introducing advanced users to learn how to cut the cost of cable by streaming media in your own home, as well as cloud storage; at Opportunity Junction, 3102 Delta Fair Boulevard, Antioch (one block east of Somersville Road). Sign up in advance at www.opportunityjunction.org/evening or call (925) 776-1133.

November 2018

Tuesday, November 13th, 7:30-9:00 p.m. – Email Basics on Tuesday and Thursday nights

This free 2-week class is part of a series introducing beginners to create a free email account and learn to send and receive emails with attachments; at Opportunity Junction, 3102 Delta Fair Boulevard, Antioch (one block east of Somersville Road). Sign up in advance at www.opportunityjunction.org/evening or call (925) 776-1133.

Thursday, November 15th, 7:30-9:00 p.m. – Excel Series- Excel 2 on Thursday nights.

This free 4-week class is part of a series introducing beginners to learn how to save, print, and create simple formulas, charts, headers and footers; at Opportunity Junction, 3102 Delta Fair Boulevard, Antioch (one block east of Somersville Road). Sign up in advance at www.opportunityjunction.org/evening or call (925) 776-1133.

Monday, November 19th, 7:30-9:00 p.m. – Email Intermediate on Monday nights

This free 2-week class is part of a series introducing intermediate-advanced students to learn the details of using Microsoft Outlook, including email and calendars; at Opportunity Junction, 3102 Delta Fair Boulevard, Antioch (one block east of Somersville Road). Sign up in advance at www.opportunityjunction.org/evening or call (925) 776-1133.

December 2018

Monday, December 3rd, 6:00-9:00 p.m. – Word Intermediate on Monday nights

This free 3-week class is part of a series introducing intermediate-advanced students to learn new features of Word 2016 including using templates to create projects; at Opportunity Junction, 3102 Delta Fair Boulevard, Antioch (one block east of Somersville Road). Sign up in advance at www.opportunityjunction.org/evening or call (925) 776-1133.

Thursday, December 6th, 7:30-9:00 p.m. – Word Basics on Tuesday and Thursday nights

This free 3-week class is part of a series introducing beginners to learn to create simple letters, insert graphics and navigate the ribbon; at Opportunity Junction, 3102 Delta Fair Boulevard, Antioch (one block east of Somersville Road). Sign up in advance at www.opportunityjunction.org/evening or call (925) 776-1133.

January 2019

Thursday, January 3rd, 7:30-9:00 p.m. – Excel Basics 3 on Thursday nights.

This free 4-week class is part of a series introduces you to learn how to create complex formulas, sort and filter data, and protect worksheets and workbooks.; at Opportunity Junction, 3102 Delta Fair Boulevard, Antioch (one block east of Somersville Road). Sign up in advance at www.opportunityjunction.org/evening or call (925) 776-1133.

Monday, January 7th, 6:00-9:00 p.m. – PowerPoint on Monday nights

This free 3-week class is part of a series introducing intermediate-advanced students to learn how to use the new features in PPT 2010 to create a fun professional presentation that will hold your audience's attention; at Opportunity Junction, 3102 Delta Fair Boulevard, Antioch (one block east of Somersville Road). Sign up in advance at www.opportunityjunction.org/evening or call (925) 776-1133.

Monday, January 7th, 10 a.m. - Job Training & Placement Program information and application session:

12 weeks of training in Microsoft Office computer applications, life and business skills, followed by up to four months of job search support and paid internship. This program is designed to help people with limited work experience or skills begin careers in office or administrative work at no cost to participants. To apply for this full-time training program, attend an application session at 10 am on January 7, 14, or 22 in Antioch, Opportunity Junction, 3102 Delta Fair Blvd, Antioch (925) 776-1133. See information available at www.OpportunityJunction.org or come pick up an information packet.

Thursday, January 10th, 10 a.m. - Job Training & Placement Program information and application session:

12 weeks of training in Microsoft Office computer applications, life and business skills, followed by up to four months of job search support and paid internship. This program is designed to help people with limited work experience or skills begin careers in office or administrative work at no cost to participants. To apply for this full-time training program, attend an application session at 10 am on January 14 or 22 in Antioch, Opportunity Junction, 3102 Delta Fair Blvd, Antioch (925) 776-1133 or January 10, Ambrose Recreation Center, 3105 Willow Pass Road, Bay Point, (925) 252-2300. See information available at www.OpportunityJunction.org or come pick up an information packet.

Monday, January 14th, 10 a.m. - Job Training & Placement Program information and application session:

12 weeks of training in Microsoft Office computer applications, life and business skills, followed by up to four months of job search support and paid internship. This program is designed to help people with limited work experience or skills begin careers in office or administrative work at no cost to participants. To apply for this full-time training program, attend an application session at 10 am on January 14 or 22 in Antioch, Opportunity Junction, 3102 Delta Fair Blvd, Antioch (925) 776-1133. See information available at www.OpportunityJunction.org or come pick up an information packet.

Tuesday, January 22nd, 10 a.m. - Job Training & Placement Program information and application session:

12 weeks of training in Microsoft Office computer applications, life and business skills, followed by up to four months of job search support and paid internship. This program is designed to help people with limited work experience or skills begin careers in office or administrative work at no cost to participants. To apply for this full-time training program, attend an application session at 10 am on January 22 in Antioch, Opportunity Junction, 3102 Delta Fair Blvd, Antioch (925) 776-1133. See information available at www.OpportunityJunction.org or come pick up an information packet.