

A PARTNERSHP FOR CHANGING LIVES

LifeWorks by Jobs Partnership is designed to help the chronically under-employed change negative attitudes and beliefs about work and connect them to a network of helpful relationships so they can pursue work that they were made for. Outlined below is an overview of the volunteer opportunities:

1. Instructors

The key to the success of our **LifeWorks Training** program are the HR/Training/Business or Career professionals who volunteer their time to facilitate our Work Lessons on the topics listed below, using the LifeWorks Facilitator Guide. If you would like to teach any of these work topics, please go online and register or email Beverly Henry-Brown at bhenry-brown@jobspartnershipfl.org

Commitment: 6:30 – 8:30 pm for each class topic selected + prep time

Week Three	Week Four	Week Five	Week Six	Week Seven
My Plan – Career Planning	Customer Service Barriers to Job Search	Job Search Plan	Building Resume	Application and Resumes
Week Eight	Week Nine	Week Ten	Week Eleven	Week Twelve
Interview Preparation	Interviewing Skills	Integrity and Money Management	Success in Your Career	Networking & Making the most out of the JP Resource Partners

2. Resume Instructors with Workshop

Building a resume is not easy! You will facilitate the lesson on building a professional resume and offer practical tips and advice.

Commitment: Week 6 Class from 6:30 – 8:30 pm

3. Interview Coaches

Share your experience as an HR Professional or hiring manager by conducting practice interview sessions with our candidates. Help calm their fears by giving them the opportunity to practice their interviewing skills and provide objective feedback in preparation for job search.

Commitment: Tuesday and/or Thursday evening from 7:00 – 8:15 pm at one of four locations

4. One-time Volunteer Opportunities for Special Events

Community Resource Fair: First Presbyterian Church - 106 East Church Street., Orlando, 32801

Career Fair: First Presbyterian Church - 106 East Church Street, Orlando, Florida 32801

Graduation: First Presbyterian Church - 106 East Church Street, Orlando, Florida 32801

5. Coaches

Coaches are the ‘lifeblood’ of the LifeWorks Training, personally encouraging, mentoring and guiding the Students to pursue the job they were made for. If you want a more fulfilling volunteer experience and you are passionate about helping someone with career/personal development, consider serving as a Coach. Requirements include excellent interpersonal skills, small group facilitation, and support of the programs faith-based content.

Commitment: One Volunteer Training Day + One evening/week for 12 weeks from 6:00 – 9:00 pm + Three Special Events

To sign up as a volunteer for one or more of these opportunities please visit our website at: <http://www.jobspartnership.org/volunteers>