The Career Gateway! is a program for active and potential jobseekers. The Career Gateway! provides invaluable training and individualized attention.

At $75, the cost is amazingly low!
It may be tax-deductible as a job search expense.

With five six-hour classes over two weeks, this works out to under $3 per hour of class time.

By enrolling in The Career Gateway!, you will learn how to:

- Turbo-charge your resume, using words and formats that grab employers’ attention
- Hone your interviewing skills to make a dynamic first impression in person, on Skype®, or by telephone
- Network effectively, using a “two-minute drill” to establish contacts locally and in cyberspace
- Discover the hidden job market including the Internet and social networking
- Develop a personal job-search plan, providing structure and organization to your job-hunting
- Enhance your social networking skills
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The course also includes:

- An overview of today’s job market, with particular attention to challenges facing experienced workers
- Ways to handle gaps in your work experience and address age or compensation issues
- Easy-to-use forms for planning and managing your job-search campaign
- Techniques for sustaining job-search momentum in the face of rejection
- Techniques for answering interview questions
- Pointers for selecting and giving reference names to potential employers
- Writing effective cover letters, follow-up letters, thank-you notes and other materials
- Tips for responding to job advertisements
- Techniques for contacting recruiters
- Pointers for negotiation of job offers and choosing among multiple offers
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Classes meet from 9AM until 4PM. See the registration page for session dates. Participants should bring a bag lunch. All classes convene at the Jewish Council for the Aging’s Ann L. Bronfman Center at 12320 Parklawn Drive, Rockville, MD, under one mile from the Twinbrook Metro Station.

If Montgomery County Public Schools have a delayed opening or are cancelled, then The Career Gateway! class will be cancelled and re-scheduled.

The Career Gateway is made possible by generous funding from Montgomery County Aging and Disability Services, The Morris and Gwendolyn Cafritz Foundation, and JCA—the Jewish Council for the Aging®.

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