

Who We Are

Since 1963, Goodwill Industries of Central North Carolina, Inc. has helped individuals with barriers to employment become self-sufficient. We operate retail stores and community resource and career centers to serve Alamance, Caswell, Guilford, Randolph and Rockingham Counties. We accept donated goods, resell those items in our stores, and use the revenue to provide job training. The Greensboro Community Resource Center serves more than 4,000 members of the Guilford County community every year.

Mission: Goodwill Industries of Central North Carolina, Inc. promotes the value of work by providing career development services and work opportunities for people with employment needs.

Vision: Our vision is to be the recognized leader in helping people develop the work skills necessary to successfully integrate into the competitive labor market.

Values: We value work and its accomplishments, our reputation as a trustworthy entity, competence, respect for the independence and intrinsic worth of individuals we serve, and communication with all stakeholder groups.

HUMAN RESOURCES DEVELOPMENT

HRD classes are taught by Guilford Technical Community College instructors and are free to North Carolina adult residents who are unemployed or underemployed seeking employment.

**Please call 336-275-9801
ext. 305 to register for all classes.**

Report Your Job To Us!

Get a free 11-ride adult bus pass, work outfit from the Goodwill Retail store and a chance to win cash.

Employability Skills (HRD)

Learn interviewing techniques, job search strategies, career transition tips, networking skills, and develop your resume. Participate in mock interviews to gain hands-on experience. Class graduates receive Continuing Education Units, 10 printed resumes, a voucher for interview clothing and a certificate of completion.

M-F	1/9 - 1/20	8:30 a.m. - 12:30 p.m.
M-F	2/6 - 2/24	8:30 a.m. - 12:30 p.m.
M-F	3/5 - 3/23	8:30 a.m. - 12:30 p.m.

PC Skills for Today's Worker (HRD)

A basic introduction to the computer, software and typical programs needed to effectively job search online, complete and update resumes, and online applications for employment.

M-F	1/9 - 1/20	1 - 4 p.m.
M-F	2/6 - 2/17	1 - 4 p.m.
M-F	3/12 - 3/23	1 - 4 p.m.

Money Smart (HRD)

Understand the basics of how to live and survive on a shoe-string budget. Additional topics include how to prevent and overcome identity theft, the value of renting vs. owning a home, and qualifying for a mortgage.

M-F	1/30 - 2/3	8:30 a.m. - 12:30 p.m.
M-F	2/27 - 3/2	8:30 a.m. - 12:30 p.m.
M-F	3/26 - 3/30	8:30 a.m. - 12:30 p.m.

Career Readiness Certificate

With a Career Readiness Certificate, show employers that you are ready to work for their company. The lab is free to those who are seeking employment.

TH	1/26	1 - 4 p.m.
TH	2/2	1 - 4 p.m.
TH	2/23	1 - 4 p.m.
TH	3/1	1 - 4 p.m.
TH	3/29	1 - 4 p.m.

Career Fairs Throughout the Year!

Go to TriadGoodwill.org or visit Greensboro Community Resource Center for upcoming schedule.

COMMUNITY WORKSHOPS

These workshops are meant to target an issue or area of interest for job seekers.

Communications for the Workplace

Receive an assessment of your qualities and limitations; develop a positive self-image, and communication and problem-solving skills.

M	2/27	1 - 4 p.m.
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Winning Resumes

Learn the types of resumes, parts of the resume, e-resumes vs. print resumes, good action words, job objectives, and cover letters.

T	1/31	1 - 4 p.m.
T	2/21	1 - 4 p.m.
T	3/27	1 - 4 p.m.

Employment Resolutions

Assess what employers want. Learn assertive behavior, conflict resolution techniques, effective leadership traits, and manage stress.

M	2/20	1 - 4 p.m.
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Job Search Skills

Understand community job searching, career change resources, and today's work world reality.

M	1/30	1 - 4 p.m.
M	3/26	1 - 4 p.m.

NAVIGATING TODAY'S JOB MARKET

This FREE 11-workshop series helps develop the confidence, resources and skills you need to discover and succeed during your career search. *In partnership with the Greensboro Public Library, GTCC and Triad Careers.*

Resume Writing

Discover the various types of resumes, critical action words, strong job objectives and cover letter tips.

M	1/23	9 a.m. - Noon
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Online Tools

A basic introduction to the computer, software and programs needed to job search online.

M	1/23	2 - 4 p.m.
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How to Market Yourself with a Criminal Background

A collaborative session with tips on how to market your resume, interview and job search.

T	1/24	9 a.m. - Noon
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Employment Networking & Social Media Strategies

Learn how to build a social media network, and online networking trends.

T	1/24	2 - 4 p.m.
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The following will be held at the GSO Public Library at 219 N. Church St.: Bring the Best You to the Interview

Your resume has sold you! Now, make sure you're ready to put your best foot forward.

W	1/25	10 a.m. - Noon
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Job Search Skills

Gain exposure to community search and career change resources.

W	1/25	2 - 4 p.m.
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Mock Interviews

Learn real life experience on how to handle an interview through videotaped mock interviews.

TH	1/26	9:30 a.m. - Noon
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Resource Fair

Visit community resource vendors and learn how they can help you during your career transition.

Professional Etiquette

Learn business etiquette and social expectations for the workplace.

TH	1/26	2 - 4 p.m.
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Organizing Your Job Search

Learn how to build and utilize your portfolio for job searches and upon hire.

F	1/27	9:30 a.m. - 12:30 p.m.
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Quick Jobs Information Session

Occupation specific sessions that prepare participants to be competitive in the job market.

F	1/27	2 - 4 p.m.
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Services

The Network Room

The Network Room provides computers to access the Internet and word processing programs; phones to make job contacts; and notebooks with printed job leads. Computer use is limited to job search and educational activities.

Career Counseling

We provide counseling to prepare you to search for jobs, complete applications, and interview. If you are not sure what career path to follow, we can help by offering an interest inventory. Call or visit to make an appointment.

Resume Assistance

We can help you write a resume. When you complete a resume form, we will write your resume and print it on quality paper for a professional look. Please allow at least 5-7 business days to process most resume requests.

Other Resources

At the Greensboro Community Resource Center you can fax resumes, cover letters and applications; browse newspapers and other publications; and find information about other programs that provide employment services, educational programs and other opportunities to prepare you for gainful employment.

Hours

Monday–Friday 8 a.m.–4 p.m.
Saturday–Sunday Closed
Closed on Holidays



We put People to Work.

Goodwill Industries
of Central North Carolina, Inc.
Greensboro Community Resource Center,
Corporate Office
1235 South Eugene Street
Greensboro, NC 27406
Phone: 336-275-9801
Fax: 336-274-1352



TriadGoodwill.org



Special programs accredited by
the Commission on Accreditation of
Rehabilitation Facilities

GSO6 12/29/11

Greensboro Community Resource Center

Spring 2012 Course Schedule

