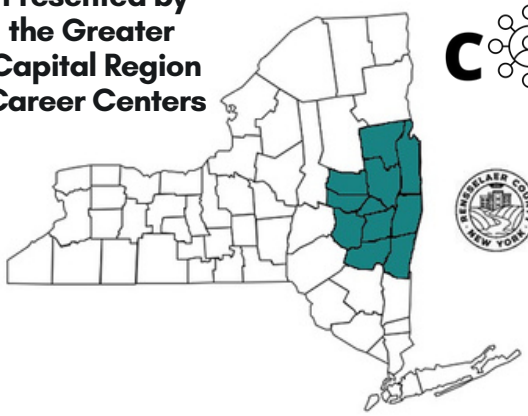
Greater Capital Region Career Centers
February 2026 Virtual Workshops

	Monday	Tuesday	Wednesday	Thursday	Friday
2 - 6			10am Resume Development bit.ly/GCR2Resumes	10:30am Resume Development bit.ly/SJTAResDev 11am Transferable Skills bit.ly/GCR2Skills	
9 - 13	12pm Broadview Financial Well-Being bit.ly/Feb2026Broadview	10:30am Interview Preparation bit.ly/GCRIntPrep	10am Goal Setting bit.ly/GCR2GoalSetting	11am Essential Skills bit.ly/GCREssSkills	
16 - 20		10:30am Completing Job Apps. bit.ly/SJTAJobApp		11am Completing Job Apps. bit.ly/GCR2JobApps 1:30pm Transferable Skills bit.ly/SJTASkills	10:30am Networking bit.ly/GCRNetworking
23 - 27		11am Overcoming Barriers bit.ly/GCR2Barriers 1:30pm Goal Setting bit.ly/SJTAGoals	10:30am Networking bit.ly/SJTANetwork	1:30pm Social Media bit.ly/SJTASocMed	

Presented by the Greater Capital Region Career Centers



Schenectady County Connects

New York State Warren County Career Center
A proud partner of the AmericanJobCenter network

New York State of Opportunity. Saratoga County Career Center
A proud partner of the AmericanJobCenter network

Rensselaer County Employment & Training Career Center
A proud partner of the americanjobcenter network

FMS Workforce Solutions
Fulton · Montgomery · Schoharie

LEAP
Learning. Employment. Assistance. Partnership.

New York State City of Albany Career Center
A proud partner of the AmericanJobCenter network

Columbia-Greene Workforce NY
A proud partner of the AmericanJobCenter network

Greater Capital Region Career Centers - Feb 2026

Resume Development

Your resume and cover letter are crucial components that can set you apart from other candidates when applying for a job. This workshop will present the basics of a powerful and effective cover letter including formatting, tailoring to the job, and getting through the online application process to land an interview. *Please bring a rough draft of your resume*

Feb 4th at 10am: Facilitated by Rensselaer and Columbia-Greene - bit.ly/GCR2Resumes
Feb 5th at 10:30am: Facilitated by Schenectady - bit.ly/SJTAResDev

Transferable Skills

Transferable skills are qualities you have already acquired which can be used in a different job. Make it easy for employers to see the connection between your qualities and the skillset needed to do the job and market yourself as the solution to an employer's problem. Learn ways to research the employer's needs then identify and show them that you have these skills.

Feb 5th at 11am: Facilitated by Warren and Washington - bit.ly/GCR2Skills
Feb 19th at 1:30pm: Facilitated by Schenectady - bit.ly/SJTASkills

Broadview Financial Well-Being

Your budget is a key that opens doors, guiding you to your money goals. Get ready to take control of your finances and your future! Find out how to: • Organize what you make, spend, and save • Set goals to save up, spend down, look ahead •Harness the power of mindful spending • Identify budget tactics that work best for you.

Feb 9th at 12pm: Facilitated by Broadview/Schenectady - bit.ly/Feb2026Broadview

Interview Preparation

A job interview is the opportunity for an employer to see if you are a good fit for the position and the company – and it's a chance for you to see if they fit your needs as well. This workshop will discuss how to articulate your strengths, what questions to expect, how to address difficult topics, and acing the entire interviewing process.

Feb 10th at 10:30am: Facilitated by Schenectady - bit.ly/GCRIntPrep

Goal Setting

Goals are what take us forward in life. They are the first step to every journey we take. In this workshop we will explain how goal setting works, why goals are important, and take home more helpful resources to get you started. Remember: "if you aim for nothing, you'll hit it every time." Find out how to reach your dreams.

Feb 11th at 10am: Facilitated by Washington and Albany - bit.ly/GCR2GoalSetting
Feb 24th at 1:30pm: Facilitated by Schenectady - bit.ly/SJTAGoals

Essential Skills for Success in Any Workplace

Join this engaging workshop to learn about the skills that are most valued by business leaders, yet are under developed in employees. Learn why these skills are critically important, how to develop them, and the influence of AI.

Feb 12th at 11am: Facilitated by Albany - bit.ly/GCREssSkills

Completing Job Applications

Statistics show that approximately 50% of mid-sized companies and almost all large corporations use an applicant tracking system (ATS) to screen candidates for job opportunities. Find out how you can prepare and hear suggestions for getting the most visibility out of your online application.

Feb 17th at 10:30am: Facilitated by Schenectady - bit.ly/SJTAJobApp
Feb 19th at 11:00am: Facilitated by Warren and Washington- bit.ly/GCR2JobApps

Networking

Beyond Job Searches: Networking is your strategic tool for cultivating lasting relationships, fostering professional growth, and unlocking opportunities. It's more than finding jobs; it's a pivotal force propelling higher salaries and career advancement. Networking is the workout regimen your career muscle craves. Join us for an approachable journey to networking.

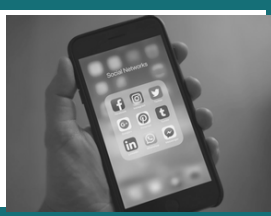
Feb 20th at 10:30am: Facilitated by Albany and Warren - bit.ly/GCRNetworking
Feb 25th at 10:30am: Facilitated by Schenectady - bit.ly/SJTANetwork

Overcoming Barriers

Join us for this informal glimpse into potential stumbling blocks to finding a job and some resources and strategies to help you meet your goals. Whether you're facing transportation needs, childcare needs, prior justice system involvement, inexperience, health concerns, or more - we're here to help connect you to resources!

Feb 24th at 11:00am: Facilitated by Fulton-Montgomery-Schoharie - bit.ly/GCR2Barriers

Social Media

Your social media presence can make or break your ability to find a job. Don't let your digital footprint hold you back. Learn how to use social media to your advantage in searching for a job and marketing yourself to land the job or career you've always wanted.

Feb 26th at 1:30pm: Facilitated by Schenectady - bit.ly/SJTASocMed