Meet **Kalea**, the **CAREER COACH!**“I’m here to help you get through the program and get a job! Whatever help you need to make that happen, that’s why I’m here.”

My hours in the MATC are:

**Wednesdays & Thursdays**

**9am – 3pm**

\*If these times don’t work for you, contact me to set up something else. Phone # (541)318-3761. Email: kallen5@cocc.edu

Look for me in the classrooms or wandering around, introduce yourself!
A short list of examples of what I can help you with are:

* Registration difficulties
* Certificate applications
* Time management
* Study skills
* Basic Computer Skills
* Resume writing/building/revising –it’s never too early!
* Interviewing tips
* Mock Interviews
* Anything else you think might help you get through your program, succeed at your program, and/or get a  job!!

Equal Employment Opportunity CASE is a WIA Title I- financially assisted program and is therefore an equal opportunity employer/program which provides auxiliary aids and services upon request to individuals with disabilities by calling 711 or 800.648.3458 TTY. US Department of Labor The CASE grant project ($18,679,289) is 100% funded through the US Department of Labor’s Trade Adjustment Assistance Community College and Career Training program. DOL Attribution This workforce solution was funded by a grant awarded by the US Department of Labor’s Employment and Training Administration. The solution was created by the grantee and does not necessarily reflect the official position of the US Department of Labor. The Department of Labor makes no guarantees, warranties or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability or ownership.

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