

Are you looking for advice,  
guidance and support to prepare  
for paid or voluntary employment?



# RF West SURREY BACK TO WORK COURSE

On the Back to Work course we help you with all job searching activities including making applications and preparing for interviews. We can also be flexible if you cannot attend all sessions.

**The next course will be**  
**19th to 30th October 2009**  
**At Cornerhouse, 2 Courtney Road,**  
**Woking, Surrey Gu21 5HQ**

**Topics covered include:-**  
Identifying jobs and careers

CV writing

Application forms

Interview Skills Training

Stress at work and Anxiety Management

Assertiveness

*“The best  
thing I’ve done  
since being  
unemployed.”*

*“Provided me with  
the kick-start to find  
work with up-to-date  
information.”*

**FREE RESOURCES** including PC and Internet access, stamps, stationery, tea and coffee.  
Help with travel expenses

To express an interest and get more information please speak to Sue Dean, Sue Hattan,  
Darren Ayres or Sue Connors on 01372 363934

Or e-mail to [sue.dean@richmondfellowship.org.uk](mailto:sue.dean@richmondfellowship.org.uk)