

Talent Development Facilitators

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Schedule subject to change. Please visit our website for updates.

www.workforcesolutionsrca.com

www.workintexas.com

January 2021 Workshop Schedule

*Some workshop sessions may go past allotted time frame

Monday	Tuesday	Wednesday	Thursday	Friday
	<div style="border: 2px dashed blue; padding: 10px; text-align: center;"> <p>All workshops are currently offered via a virtual environment and registration is required. Visit www.workintexas.com to register and receive workshop access.</p>  </div>			<p>1</p>  <p>Office Closed for Holiday</p>
4	5	6	7	8
<p>Making Work in Texas Work for You (Leslie) 10 AM -11 AM</p> <p>How to Create Effective Resumes and Cover Letters (Rachel) 2 PM- 3 PM</p>	<p>Career Alternatives in Franchise Ownership (Kyle DeHaas) 10 AM – 12 PM</p> <p>Working Remote-What You Need to Know (Kelly) 10 AM- 11 AM</p> <p>Job Search in the Digital Age (Leslie) 2 PM – 3 PM</p>	<p>Creating an Effective LinkedIn (Leslie) 10 AM – 11 AM</p> <p>Making Work in Texas Work for You (Kelly) 10 AM- 11 AM</p> <p>Upskilling for Success (Rachel) 1 PM- 2 PM</p>	<p>Overcoming Employment Barriers (Leslie) 9 AM – 10 AM</p> <p>How to Have an A+ Interview (Kelly) 10 AM – 11 AM</p>	<p>Making Work in Texas Work for You (Rachel) 10 AM- 11 AM</p> <p>Submitting a Solid Application (Kelly) 10 AM – 11 AM</p>
11	12	13	14	15
<p>Overcoming Ageism in Job Search (Rachel) 9 AM- 10 AM</p> <p>Making Work in Texas Work for You (Leslie) 1pm-2pm</p>	<p>How to Have an A+ Job Interview (Rachel) 9 AM- 10 AM</p> <p>How to Create Effective Resume and Cover Letter (Kelly) 10 AM- 11 AM</p> <p>Overcoming Ageism in Job Search (Leslie) 1 PM- 2 PM</p>	<p>Working Remote – What You Need to Know (Leslie) 10 AM - 11AM</p> <p>Making Work in Texas Work for You (Kelly) 2 PM – 3 PM</p>	<p>Effective Job Search Strategies (Leslie) 10 AM – 11 AM</p> <p>Introduction to Workforce Solutions (Rachel) 2 PM- 3 PM</p>	<p>Upskilling for Success (Leslie) 9 AM – 10 AM</p> <p>Making Work in Texas Work for You (Rachel) 10 AM- 11 AM</p> <p>Top 10 Virtual Interview Tips (Kelly) 2 PM – 2:30 PM</p>
18	19	20	21	22
 <p>Office Closed for Holiday</p>	<p>Navigating a Job Loss (Rachel) 10 AM- 11 AM</p> <p>Preparing for Virtual Job Search (Kelly) 10 AM - 11 AM</p> <p>Job Search in the Digital Age (Rachel) 2 PM- 3 PM</p>	<p>Submitting a Solid Application (Leslie) 9 AM – 10 AM</p> <p>Making Work in Texas Work for You (Kelly) 10 AM- 11 AM</p> <p>Re-Entering the Workplace (Leslie) 2 PM- 3 PM</p>	<p>Overcoming Employment Barriers (Leslie) 9 AM – 10 AM</p> <p>How to Create Effective Resumes and Cover Letters (Rachel) 2 PM- 3 PM</p>	<p>Making Work in Texas Work for You (Rachel) 10 AM- 11 AM</p> <p>Upskilling for Success (Kelly) 12 PM – 1PM</p> <p>Creating an Effective LinkedIn (Leslie) 1 PM – 2 PM</p>
25	26	27	28	29
<p>Making Work in Texas Work for You (Leslie) 11 AM – 12 PM</p> <p>Overcoming Ageism in Job Search (Kelly) 1 PM – 2PM</p> <p>Navigating a Job Loss (Rachel) 2 PM-3 PM</p>	<p>Re-Entering the Workplace (Rachel) 10 AM- 11 AM</p> <p>How to Have an A+ Job Interview (Kelly) 1:30 PM – 2:30 PM</p> <p>Effective Job Search Strategies (Rachel) 2 PM- 3 PM</p>	<p>Top Ten Virtual Interview Tips (Leslie) 10 AM -11 AM</p> <p>Making Work in Texas Work for You (Kelly) 2 PM – 3PM</p>	<p>How to Create Effective Resumes and Cover Letters (Leslie) 9 AM – 10 AM</p> <p>Salary Negotiation Techniques (Rachel) 2 PM- 3 PM</p>	<p>Making Work in Texas Work for You (Rachel) 10 AM- 11 AM</p> <p>Navigating a Job Loss (Leslie) 11 AM – 12 PM</p> <p>Creating an Effective LinkedIn (Kelly) 1:30 PM – 2PM</p>



Workshop Descriptions

Career Exploration

Review self-assessments on skills, interests, values, and your personality. Learn how to access information so you make the best choice moving forward in your career.

Effective Job Search Strategies

Job search is continuously evolving- jump-start your job search by developing a plan that will help you find a better job faster! Discover effective strategies to use during your job search including the importance of networking, learn how to prepare an "elevator speech" introduction, and uncover leads in the hidden job market.

How to Have an A+ Job Interview

Understand how to research and prepare for the interview. Practice common and difficult questions so that you are prepared and leave a great impression.

How to Create Effective Résumés and Cover Letters

Learn how to create or update your resume and cover letter for generating more interviews with a customized approach. Bring your resume to compare it with recommended trends for customizing and formatting documents. We will discuss the role of applicant tracking systems in today's job search.

Introduction to Workforce Solutions

WSRCA serves 9 counties in Texas. Learn about the wrap around services available for Job Seekers to assist with employment opportunities and possible training. Other programs include services for Veterans, Vocational Rehabilitation, Child Care, and much more.

Job Search in the Digital Age

Get the latest on how technology and social media have impacted the job search process. Learn effective ways to submit job applications, use social media as a job search tool, and get tips on how to avoid information overload.

Career Alternatives in Franchise Ownership Workshop - *First Tuesday of the Month*

Join Kyle DeHaas of FranNet as he discusses how to determine whether franchise ownership is the right career path for you. [To register for the class, contact Kyle at \[kdehaas@franet.com\]\(mailto:kdehaas@franet.com\) or 512-560-6984.](#)

Making Work in Texas Work for You

Where employers and job seekers can connect! Learn about the various tools available to job seekers including labor market information, career assessments, job search engine, Virtual Recruiter, resume builder, cover letter builder, State of Texas Application, and much more.

Navigating a Job Loss

Understand the psychological impact of a job loss and learn how to communicate the effect of pressures while unemployed. Prepare yourself for effective job searching and manage the change that comes with job loss. Reframe your financial view and learn about budgeting tools and resources available.

Overcoming Ageism in Job Search

Reinforce the advantages of hiring individuals of all ages. Learn effective job search strategies for individuals in entry-level, mid-career, and beyond. Find out how to write a resume and gain interviewing tips on reinforcing qualifications and avoiding age discrimination.

Overcoming Employment Barriers

Identifying barriers that may impact the ability to gain employment. Develop strategies on how to overcome them. Become aware of community resources.

Re-Entering the Workplace

Once you receive a job offer, it doesn't stop there! During this workshop, we will discuss how to make the best impression on your first day on the job, how to effectively communicate in the workplace, and how to stay relevant in the ever-changing workforce while employed!

Submitting a Solid Application

Learn how to fill out job applications to generate more job interviews. Find out what an applicant tracking system is and how to get past the screening process. Learn tips for completing a State of Texas Application.

Upskilling for Success

Explore training tools available to *Upskill* and expand your capabilities as you search for a new career or enhance current skills to gain access to new opportunities in your employment.

Working Remotely-What You Need to Know

Learn the advantages and disadvantages of working remotely. Discover resources to find and apply for remote positions. Prepare for working remotely by learning tools needed in the virtual office. Gain insight into what a typical day of the remote worker is like.

Salary Negotiation Techniques

Salary negotiation is one of the most avoided subjects in the job search process which involves an applicant communicating their worth in the labor market to a potential employer. In this workshop, we will discuss the importance of salary negotiation, the "Do's" and "Don'ts" of the process and how to evaluate and understand your market value so you can become successful in the negotiation process and not be afraid to go for that salary and benefits package that you want!

Mini -Session Workshops

Creating an Effective LinkedIn – Learn how to effectively build a productive LinkedIn Profile to help you stand out and get recruited faster.

Top 10 Virtual Interview Tips – Learn how to ace a virtual interview by projecting positive energy and leaving a memorable first impression.

Preparing for Virtual Job Search – Learn how to create your personal marketing strategy and set up your virtual environment to search for jobs.

Launch Your Career-Basic Skills for Success – Gain an understanding of workplace ethics including expectations, responsibilities and taking the initiative.