

**Talent Development Facilitators**

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**\*Schedule subject to change\***  
Please visit our website and Work in Texas for updates.

[www.workforcesolutionsrca.com](http://www.workforcesolutionsrca.com) [www.workintexas.com](http://www.workintexas.com)

**Registration is required for all sessions.** Register for workshops by visiting [www.workintexas.com](http://www.workintexas.com)

**January 2021 Workshops**

| <b>Monday</b><br><b>3</b>   | <b>Tuesday</b><br><b>4</b>  | <b>Wednesday</b><br><b>5</b>   | <b>Thursday</b><br><b>6</b>   | <b>Friday</b><br><b>7</b>  |
|---|---|--|---|--|
| <p><b>9:00 AM - Effective Resumes</b></p> <p><b>11:00 AM - Effectively Working Remote</b></p>   | <p><b>10:00 AM- Career Alternatives in Franchise Ownership</b></p> <p><b>1:00 PM- Making Work in Texas Work for You</b></p>             | <p><b>10:00 AM - Preparing for the Interview</b></p> <p><b>2:00 PM - Rock Your LinkedIn Profile</b></p>                              | <p><b>10:00 AM - Creating Cover Letters That Get You Noticed</b></p> <p><b>1:00 PM - Overcoming Employment Barriers</b></p> | <p><b>9:00 AM – Introduction to Workforce Solutions</b></p> <p><b>11:00 AM - Career Transitions at 50 +</b></p>  |
| <p><b>10</b></p> <p><b>10:00 AM -Preparing for the Interview</b></p> <p><b>12:00 PM - Overcoming Employment Barriers</b></p>                | <p><b>11</b></p> <p><b>9:00 AM- Effective Resumes</b></p> <p><b>1:00 PM – Completing the Application</b></p>                            | <p><b>12</b></p> <p><b>11:00 AM - Making Work In Texas Work for You</b></p> <p><b>1:00 PM- Career Transitions at 50 +</b></p>        | <p><b>13</b></p> <p><b>10:00 AM – Salary Negotiation Techniques</b></p> <p><b>2:00 PM - Rock Your LinkedIn Profile</b></p>  | <p><b>14</b></p> <p><b>9:00 AM - Creating Cover Letters That Get You Noticed</b></p> <p><b>11:00 AM - Selling Yourself Virtually</b></p>   |
| <p><b>17</b></p> <p><b>Offices Closed for Holiday</b></p>  | <p><b>18</b></p> <p><b>10:00 AM – Introduction to Workforce Solutions</b></p>   | <p><b>19</b></p> <p><b>10:00 AM- Effective Resumes</b></p> <p><b>12:00 PM - Selling Yourself Virtually</b></p>                       | <p><b>20</b></p> <p><b>10:00 AM - Making Work in Texas Work for You</b></p> <p><b>1:00 PM - The Art of Networking</b></p>   | <p><b>21</b></p> <p><b>9:00 AM- Preparing for the Interview</b></p> <p><b>11:00 AM - Find Your Career Path</b></p>   |
| <p><b>24</b></p> <p><b>9:00 AM - The Art of Networking</b></p> <p><b>1:00 PM - Selling Yourself Virtually</b></p>                           | <p><b>25</b></p> <p><b>9:00 AM - Creating Cover Letters That Get You Noticed</b></p> <p><b>1:00 PM - Career Transitions at 50 +</b></p> | <p><b>26</b></p> <p><b>10:00 AM – Introduction to Workforce Solutions</b></p> <p><b>2:00 PM - Overcoming Employment Barriers</b></p> | <p><b>27</b></p> <p><b>10:00 AM - Effective Resumes</b></p> <p><b>12:00 PM - Completing the Application</b></p>             | <p><b>28</b></p> <p><b>9:00 AM- Making Work in Texas Work for You</b></p> <p><b>11:00 AM - Rock Your LinkedIn Profile</b></p>  |
| <p><b>31</b></p> <p><b>10:00 AM - Preparing for the Interview</b></p> <p><b>2:00 PM - Find Your Career Path</b></p>                         |    |  |   | <p><b>*Please note events will take place virtually via Zoom*</b></p> <p><u>Bastrop Office</u> - 53 Loop 150 West, Bastrop, TX 78602</p> <p><u>Round Rock Office</u> - 575 Round Rock West Drive H240, Round Rock, TX 78681</p> <p><u>San Marcos Office</u> - 4794 Transportation Way, Bldg. 5, San Marcos, TX 78666</p> |

## Workshop Descriptions

**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@frannet.com](mailto:kdehaas@frannet.com) or 512-560-6984.

**Career Transitions at 50 +** - Gain awareness of the processes in finding and moving into a new career. Learn on how self-assessment and upskilling will assist you in finding employment in growing industries.

**Completing the 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

**Creating Cover Letters that Get You Noticed** – Understand the importance of cover letters and learn different formats to enforce your qualifications to land that interview!

**Effective Résumés** – Tailor your resume to generate more interviews with a customized approach. Know how to showcase your abilities and understand the role of applicant tracking systems.

**Effectively Working Remote** – Prepare for working remotely by Upskilling with tools needed in the virtual office. Discover resources to find and apply for remote positions. Gain insight on how to structure your day.

**Find Your Career Path** – Gain the importance of self-assessments on your skills, interests, values, and personality, so you make the best choice moving forward in your career.

**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.

**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.

**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.

**Preparing for the 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.

**Rock Your LinkedIn Profile** - Stand out and get recruited faster by effectively building a productive LinkedIn Profile and ensure your brand hits it's mark!

**Salary Negotiation Techniques** – Salary negotiation is important in the job search process as it involves an applicant communicating their worth once a job offer is made. Learn how to understand your labor market value so you can become successful in the negotiation process.

**Selling Yourself Virtually** – Learn how to sell yourself in virtual interview by projecting positive energy and leaving a memorable first impression.

**The Art of Networking** - Gain an understanding of the importance of making connections. Learn how to network successfully and strengthen your personal banding to increase your possibilities for job referrals and offers!