

Talent Development Facilitators

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

www.workforcesolutionsrca.com

www.workintexas.com

May 2021 Workshop Schedule

**Some workshop sessions may go past allotted time frame.*

Monday	Tuesday	Wednesday	Thursday	Friday
	<p>All workshops are currently offered via a virtual environment and registration is required. Visit www.workintexas.com to register to receive workshop access.</p> 			
<p>3</p> <p>How to Create Effective Resumes 10 AM – 11 AM (Leslie)</p> <p>Effective Job Search Strategies 11 AM – 12 PM (Kelly)</p>	<p>4</p> <p>Career Alternatives in Franchise Ownership (Kyle DeHaas) 10 AM – 12 PM</p> <p>Preparing for Virtual Job Search 1 PM – 2 PM (Kelly)</p> <p>Job Search Strategies for the Ageing Workforce 2 PM- 3 PM (Rachel)</p>	<p>5</p> <p>Salary Negotiation Techniques 10 AM-11 AM (Rachel)</p> <p>Top Virtual Interview Tips 11 AM – 12 PM (Leslie)</p>	<p>6</p> <p>Master the Job Interview 10 AM – 11 AM (Leslie)</p> <p>Navigating a Job Loss 11 AM- 12 PM (Rachel)</p>	<p>7</p> <p>Making Work in Texas Work for You 9 AM- 10 AM (Leslie)</p> <p>Upskilling for Success 10 AM – 11 AM (Kelly)</p> <p>Introduction to Workforce Solutions 11 AM- 12PM (Rachel)</p>
<p>10</p> <p>Submitting a Solid Application 11 AM – 12 PM (Leslie)</p> <p>Master the Job Interview 12 PM – 1 PM (Kelly)</p> <p>Creating an Effective LinkedIn 2 PM- 3PM (Rachel)</p>	<p>11</p> <p>Re-Entering the Workplace 10 AM – 11 AM (Kelly)</p> <p>How to Create Effective Resumes 11 AM- 12 PM (Rachel)</p> <p>Working Remote- What You Need to Know 1 PM- 2 PM (Leslie)</p>	<p>12</p> <p>Overcoming Ageism in Job Search 10 AM – 11 AM (Leslie)</p> <p>Making Work in Texas Work for You 11 AM – 12 PM (Kelly)</p>	<p>13</p> <p>Career Exploration 10 AM – 11 PM (Kelly)</p> <p>Submitting a Solid Application 11 AM- 12 PM (Rachel)</p>	<p>14</p> <p>Preparing for Virtual Job Search 9 AM- 10 AM (Rachel)</p> <p>Creating Cover Letters that Get You Noticed 10 AM- 11 AM (Leslie)</p>
<p>17</p> <p>Making Work in Texas Work for You 10 AM – 11 AM (Leslie)</p> <p>Overcoming Employment Barriers 11 AM- 12 PM (Rachel)</p> <p>Effective Job Search Strategies 1PM – 2 PM (Kelly)</p>	<p>18</p> <p>Job Search Strategies for Ageing Workforce 9 AM - 10 AM (Leslie)</p> <p>How to Create Effective Resumes 11 AM – 12 PM (Kelly)</p> <p>Launch Your Career: Basic Skills for Success 2 PM- 3 PM (Rachel)</p>	<p>19</p> <p>Working Remote What You Need to Know 11 AM – 12 PM (Kelly)</p> <p>Re-Entering the Workplace 11 AM- 12 PM (Rachel)</p>	<p>20</p> <p>Navigating a Job Loss 11 AM- 12 PM (Rachel)</p> <p>Creating an Effective LinkedIn 1 PM- 2 PM (Leslie)</p>	<p>21</p> <p>Job Search: Post Covid 9 AM – 10 AM (Leslie)</p> <p>Upskilling for Success 11 AM – 12 PM (Kelly)</p>
<p>24</p> <p>Re-Entering the Workplace 11 AM- 12 PM (Leslie)</p> <p>Creating an Effective LinkedIn 12 PM – 1 PM (Kelly)</p> <p>Making Work in Texas Work for You 2 PM- 3 PM (Rachel)</p>	<p>25</p> <p>Preparing for Virtual Job Search 11 AM- 12 PM (Rachel)</p> <p>Upskilling for Success 1 PM – 2 PM (Leslie)</p>	<p>26</p> <p>Introduction to Workforce Solutions 10 AM – 11 AM (Leslie)</p> <p>Job Search Strategies for the Ageing Workforce 11 AM – 12 PM (Kelly)</p>	<p>27</p> <p>Salary Negotiation Techniques 10 AM – 11 AM (Kelly)</p> <p>Creating Cover Letters that Get You Noticed 11 AM – 12 PM (Leslie)</p> <p>Effective Job Search Strategies 2 PM- 3 PM (Rachel)</p>	<p>28</p> <p>Master the Job Interview 9 AM- 10 AM (Rachel)</p> <p>Submitting a Solid Application 10 AM – 11 AM (Kelly)</p>
<p>31</p>  <p>Offices will be closed to observe Memorial Day</p>		 <p>#WeAreRuralCapitalArea</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@franet.com or 512-560-6984.](#)

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.

Creating Cover Letters that Get You Noticed – Understand the importance of your cover letter and when to submit it along with your job application. Learn different formats to enforce your qualifications and land that interview!

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

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.

Master the 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 – Learn how to create or update your resume to generate more interviews with a customized approach. We will discuss the role of applicant tracking systems in today’s job search and how to showcase your abilities.

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 Strategies for Ageing Workforce – Understanding how the Older Worker can and continues to be a driving force in the current job market. Overcome possible stereotypes and learn how to stay relevant in your skills as you continue to work past retirement age.

Job Search: Post Covid – Gain an understanding on how technology and social media have been impacted in the job search process post Covid. Learn effective ways to find current employment opportunities suited to your skills and abilities as you pursue your employment path.

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

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.

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

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!

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!

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.

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

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 Remote-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.