

Career Beacon Job Search Readiness Workshops



Career Beacon workshops are available at all of the One Stop Career Centers.

To sign-up for one of these workshops, contact your local One-Stop.

Whether you are unemployed or underemployed, need to update your skills or are new to the job market, you can utilize the Career Beacon modules to fine-tune your job seeking skills at no cost to you. In the following Career Beacon groups, you will learn how and where to look for employment; what to say/ask during an interview and how to effectively network:

Self-Management Skills Workshop

Using interactive exercises, focus on the skills and talents developed throughout your life and job history. You'll discover skills you didn't know you had! Learn how to confidently convince employers how you can put your "transferable skills" to work for them.

Labor Market Information Research Workshop

Once you know what skills you have, learn how to find out which fields of work require your skills, and which organizations hire people with your skills. The most successful method of obtaining work is a planned, coordinated approach. Learn where to find valuable, free information that you can use to plan your career.

Effective Job Search Workshop

Technology has changed the rules of job hunting. The techniques you used to find your last job may be of little value now. Learn how to find job leads through networking, and the best, most current ways to use the Internet to speed your search for work. You'll also write a personal "one-minute commercial" that you can use to spotlight your unique job-related talents whenever you meet a person who might help you in your job search.

Marketing Yourself & Resume Writing Workshop

Your job application or resume is often an employer's first impression of you. It's your first opportunity to "sell" your skills and background to employers. Learn valuable tips on how to complete applications and write resumes that stand apart from the crowd. Interactive exercises will help you develop a resume that highlights your individual skills, knowledge and abilities - a resume designed to elicit a call for an interview.

Interviewing Workshop

Interviewing is your real opportunity to present yourself in a positive light to the potential employer. This is your chance to win a job! Learn the concepts and strategies of preparing for job interviews and you'll learn how to organize your thoughts, present yourself as a strong candidate, soften negative events in your work history, and answer difficult questions. This important workshop prepares you to interview with confidence and increase your chances of getting the job.

Training Workshop

Understand your skills and their relation to today's job market. Research training possibilities and determine what training will help you. Learn about government programs like the Workforce Development Partnership, the Workforce Investment Act, the Trade Act and financial aid programs that may help some job seekers.