|  |  |  |  |
| --- | --- | --- | --- |
|  | Monday |  | Tuesday |
|  | May 3 |  |  | May 4 |
| 9:00 | Self-Care is Not Selfish\* |  | 8:30 | WorkKeys Testing (Pre-Registration) |
|  |  |  | 9:00 | SNAP Orientation (Appointment Only) RESEA Orientation (Appointment Only) |
| 10:30 | Financial Literacy\* |  | 10:00 | Hard to Employ – Do You Feel Like the Odds are Stacked Against You?\* |
|  |  |  | 1:00 | How to Find Remote Work\* |
|  |  |  | 4:30 | Moving Forward: How to Overcome the Fear of Job Searching\* |
|  | Wednesday |  | Thursday |
|  | May 5 |  |  | May 6 |
| 8:30 | WorkKeys Testing (Pre-Registration) |  | 8:30 | WorkKeys Testing (Pre-Registration) |
|  |  |  | 10:00 | Facebook Feature |
| 10:00 | Managing Stress: Keeping Cool Under Pressure\* |  | 10:30 |  Barriers to Job Searching for Older Workers\* |
| 1:00 | Jumping into Your Job Search\* |  | 4:00 | How to Use Information to Determine Your NEXT CAREER MOVE\* |
| 4:30 | Why do I have to change?\* |  |  |  |
|  | Friday |  | Saturday |
|  | May 7 |  |  | May 8 |
|  |  |  | 10:00 | Accepting Constructive Criticism\* |
| 10:00 | Why Do I have to Change? |  | 11:30 | I Feel Invisible! Does anyone Care? What Can I Do?\* |
| 12:00 | Keeping Your Skills Sharp. Am I on top of my game?\* |  |  |  |

[Click here to Register for Virtual Webinars!](https://calendar.google.com/calendar/embed?src=qoe5ehid2f323f570i3qp1nbhc%40group.calendar.google.com&ctz=America%2FChicago)

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**Outreach/Invitation Only Events (Pre-registration required)**

**SNAP Orientation**

This is an invitation only event.

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**WorkKeys**

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|  |  |  |  |
| --- | --- | --- | --- |
|  | Monday |  | Tuesday |
|  | May 10 |  |  | May 11 |
| 9:00 | How to Find Remote Work\* |  | 8:30 | WorkKeys Testing (Pre-Registration) |
| 9:00 | Job Readiness Workshop – Soft Skills (virtual) |  | 9:00 | SNAP Orientation (Appointment Only) RESEA Orientation (Appointment Only) |
| 12:30 | Accepting Constructive Criticism\* |  | 9:00 | Job Readiness Workshop – Resume Building (virtual) |
| 5:00 | Did Someone say “FREE” Resources???\* |  | 10:00 | Financial Literacy - Understanding Your Money\* |
|  |  |  | 11:30 | I Just got Terminated. Now What? \* |
|  |  |  | 5:00 | Barriers to Job Searching for Older Workers\* |
|  |  |  |  |  |
|  | Wednesday |  | Thursday |
|  | May 12 |  |  | May 13 |
| 8:00 | Extreme Customer Service\* |  | 8:30 | WorkKeys Testing (Pre-Registration) |
| 8:30 | WorkKeys Testing (Pre-Registration) |  | 9:00 | Managing Stress: Keeping Cool Under Pressure\* |
| 9:00 | Job Readiness Workshop – Interviewing Skills (virtual)  |  | 9:00 | Job Readiness Workshop – TBD (Makeup) (virtual) |
| 11:00 | How to Use Information to Determine Your NEXT CAREER MOVE\* |  | 10:00 | Facebook Feature |
| 1:30 | Tips and Apps for Working Remotely\* |  | 11:00 | I Feel Invisible! Does anyone Care? What Can I Do?\* |
| 4:00 | Upskilling for Talented Professionals\* |  | 1:30 Keeping Your Skills Sharp (am I on top of my ga | Self Awareness \*What do you mean I look mad?\* |
|  |  | 4:00 | Self-Care is Not Selfish\* |
|  | Friday |  | Saturday |
|  | May 14 |  |  | May 15 |
| 9:00 | Job Readiness Workshop –Mock Interview (virtual) |  | 10:00 | Hard to Employ - Do You Feel Like the Odds are Stacked Against You?\* |
| 9:00 | Time Management: I Don’t Have Time For That\* |  | 11:30 | Moving Forward: How to Overcome the Fear of Job Searching\* |
| 10:30 | Being Persistent While Respecting Boundaries\* |  |  |  |
| 12:00 | They are not like me: Diversity in the Workplace\* |  |  |  |

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|  |  |  |  |
| --- | --- | --- | --- |
|  | Monday |  | Tuesday |
|  | May 17 |  |  | May 18 |
| 9:00 | Job Readiness Workshop – Soft Skills (virtual) |  | 9:00 | SNAP Orientation (Appointment Only) RESEA Orientation (Appointment Only) |
| 10:00 | Hard to Employ - Do You Feel Like the Odds are Stacked Against You?\* |  | 10:00 |  Keeping Your Skills Sharp. Am I on top of my game?\* |
| 1:00 | Managing Stress: Keeping Cool Under Pressure\* |  | 1:00 | They are not like me: Diversity in the Workplace\* |
| 2:30 | Networking Tips for a Changing World\* |  | 2:30 | Tips and Apps for Working Remotely\* |
| 4:00 | Being Persistent While Respecting Boundaries\* |  | 4:00 |  Self-Care is Not Selfish\* |
| 5:30 | Extreme Customer Service (top skills)\* |  | 5:30 | Time Management: I Don’t Have Time For That\* |
|  | Wednesday |  | Thursday |
|  | May 19 |  |  | May 20 |
| 8:30 | WorkKeys Testing (Pre-Registration) |  | 8:30 | WorkKeys Testing (Pre-Registration) |
| 9:00 | Preparing for a Panel Interview (virtual)\* |  | 10:00 | Listening...Wait, did you hear that?\* |
| 12:00 | Managing Stress: Keeping Cool Under Pressure\* |  | 10:00 | Facebook Feature |
| 4:00 | Self-Awareness \*What do you mean I look mad?\* |  | 1:00 | Jumping into Your Job Search\* |
|  |  |  | 5:00 | How to Find Remote Work\* |
|  | Friday |  | Saturday |
|  | May 21 |  |  | May 22 |
| 10:00 | Completing an Online Job Application \* |  | 9:00 | I Just Got Terminated. Now What?\* |
| 11:30 | How to Use Information to Determine Your NEXT CAREER MOVE\* |  | 10:30 | Upskilling for Talented Professionals\* |

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|  |  |  |  |
| --- | --- | --- | --- |
|  | Monday |  | Tuesday |
|  | May 24 |  |  | May 25 |
| 9:00 | Listening...Wait, did you hear that?\* |  | 9:00 | SNAP Orientation (Appointment Only) RESEA Orientation (Appointment Only) |
| 9:00 | Job Readiness Workshop – Soft Skills (virtual) |  | 9:00 | Job Readiness Workshop – Resume Building (virtual) |
| 1:00 | Preparing for a Panel Interview (virtual)\* |  |  11:00 | How to Use Information to Determine Your NEXT CAREER MOVE\* |
| 5:00 | Did Someone say "FREE" Resources???\* |  | 1:00 | Being Persistent While Respecting Boundaries\* |
|  |  |  | 2:30 | Networking Tips for a Changing World\* |
|  |  |  | 4:00 | Completing an Online Job Application\* |
|  | Wednesday |  | Thursday |
|  | May 26 |  |  | May 27 |
| 8:30 | WorkKeys Testing (Pre-Registration) |  | 8:30 | WorkKeys Testing (Pre-Registration) |
| 9:00 | How to Find Remote Work\* |  | 9:00 | Job Readiness Workshop – TBD (Makeup) (virtual) |
| 9:00 | Job Readiness Workshop – Interviewing Skills (virtual) |  |  9:00 | I just got terminated. Now what?\* |
| 1:00 | Time Management: I Don’t Have Time For That\* |  | 10:00 | Facebook Feature |
| 2:00 | Extreme Customer Service (top skills)\* |  | 11:30 | Moving Forward: How to Overcome the Fear of Job Searching\* |
| 4:00 |  Hard to Employ - Do You Feel Like the Odds are Stacked Against You?\* |  | 3:00 | Upskilling for Talented Professionals\* |
| 6:00 | I Feel Invisible! Does anyone Care? What Can I Do?\* |  | 5:30 | Self-Care is Not Selfish\* |
|  | Friday |  | Saturday |
|  | May 28 |  |  | May 29 |
| 9:00 | Job Readiness Workshop –Mock Interview (virtual) |  | 9:30 | Financial Literacy - Understanding Your Money\* |
| 9:00 | Tips and Apps for Working Remotely\* |  | 11:00 | Managing Stress: Keeping Cool Under Pressure\* |
| 10:30 | They are not like me: Diversity in the Workplace\* |  |  |  |

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**Virtual Webinar Topics and Descriptions**

**Jumping Into Your Job Search (where do I start)**

During this difficult time job searching can be a challenge. COVID -19 has affected many. Maybe you are starting over or starting fresh. We have tips for you, join us!

**Networking Tips for a Changing World**

What is networking and why is it important to your job search? This webinar will focus on how creating a strong network will improve your opportunity to land a great interview.

**Preparing for a Panel Interview (Virtual)**

What is a panel interview? How do I prepare? This webinar will answer those questions.

**Completing an Online Application**

In this new virtual world, filling out an application can be a challenge. We know how to navigate the process. Let us show you how.

**Managing Stress**

Everyone experiences stress. So, what do you do to manage stress during challenging times? Our webinars will show you excellent tips to get you started in the right direction to managing your stress.

**Self-Care is Not Selfish**

Sometimes we forget to take care of ourselves and this leads to negative effects on our health. In this webinar we will teach you how to create a self-care plan.

**Financial Literacy-Understanding Your Money**

Do you know how to budget and plan for your future? Let us show you how to track your spending and know exactly where your money goes.

**Keeping Your Skills Sharp – Am I On Top of My Game/What Else Can I Learn?**

Do you know how to evaluate your current skills? Do you know how to learn new skills? Attend this webinar and you will walk away with everything you need to know.

**Hard to Employ (do you feel like the odds are stacked against you)** Starting the job search is challenging. Let us give you tips to help you no matter what your background includes.

**Extreme Customer Service (top skills)**

How can you show your customers the best customer service possible? This webinar will teach you how to show every person you encounter your extreme skills.

**Being Persistent While Respecting Boundaries**

How can you show your interest in a position without crossing boundaries? How can you tell if you are reaching out too much? This webinar will cover all of the tips needed to make sure you respect boundaries while being persistent.

**Time Management: I Don’t Have Time for That**

Managing time wisely can increase productivity and make your time at work more efficient. Journey with us through the skill of time management

**Upskilling for Talented Workers (what else can I learn)**

What is Upskilling? Do you have a strategy? Let us show you 10 ways to

up-skill!

**I Just Got Terminated, Now What?**

What do you do after you are terminated? What should you NOT do? Need answers to these questions? Join us and let us help you get started on your next job hunt.

**Tips and Apps for Working Remotely**

Starting a new job working from home? We have 7 tips for working from home and 10 apps to help you increase your productivity.

**How to Find Remote Work**

Why should you work from home? How can you find a remote or virtual job? Let us help you find that perfect fit.

**Did someone say "FREE" Resources???**

Join us to learn more on how to locate low cost and free resources in your community. Sign up today!

**Barriers to Job Searching for Older Workers**

You are not alone, technology, navigating the internet and interviewing can be daunting, let's take this journey together and land the job we want!

**Using Labor Market Information to Determine Your Next Career Move**

What is Labor Market Information? How can you use Labor Market information in your next job search? This webinar will walk you through all of this information and more!

**Moving Forward: Overcoming Fear of Job Searching**

Why is job searching scary? Does it have to be intimidating? What can I do to overcome my fears? Let us show you how to become more comfortable.

**Self Awareness \*What do you mean I look mad?**

Do you know how you look to others? Do you appear to be upset or mad? Learn how to pay attention to your facial expressions and actions.

**Why do I have to change?**

Is there a reason I should change my ways? How do I learn to accept feedback and make changes?

**Accepting Constructive Criticism**

Learn more about criticism verses constructive criticism. Join us to learn tips on giving and receiving constructive criticism.

**I Feel Invisible! Does anyone Care? What Can I Do?**

You still have a lot to offer, yet you often feel overlooked and invaluable, you love learning and teaching, you used to be the expert in the room, now you're just in the room . . . we will explore how to bring your value to the forefront.

**They are not like me: Diversity In the Workplace**

 Let’s talk about how to get along with others who are not like you.

**Listening...Wait, did you hear that?**

The art of listening. How can I focus on listening to what people are saying?

**Job Readiness Workshop Descriptions – Become Certified Work Ready in 2021!**

**Soft Skills**

Learn the skills that most employers are looking for! What to wear? When to show up? On the job etiquette. Conflict Resolution, Time Management, Interpersonal Relations, Effective Communication, Attitude, Work Ethic, and more!

**Interviewing Skills**

Learn to PREPARE yourself before an interview, PRESENT your best during an interview, and CLOSE the interview effectively so you will be hired!

**Resume Building**

Learn the basics about building a resume from start to complete. Receive one-on-one assistance with building the resume that will get you hired!

**Mock Interview**

Here is where we bring all of your job readiness training together! Be prepared to participate in a mock interview, with your resume in hand, and a winning the job attitude on display!

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| --- |
|  Equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Deaf, hard-of-hearing or speech-impaired customers may contact: Relay Texas: (800) 735-2989 (TTY) and 711 (Voice). |

 Approved 5/06/2021