



## Workforce Solutions Brazos Valley

Hours: Monday – Friday 8:00 am – 5:00 pm  
3991 E. 29<sup>th</sup> Street Bryan, TX 77802  
979-595-2800 [www.bvjobs.org](http://www.bvjobs.org)



# July 2022 - Learning Events

## In-Person Job Readiness Workshop Descriptions

### Become Certified Work Ready in 2022!

#### 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!

## Friday

JULY 1

11:00 **Listening...Wait, did you hear that?**

**VIRTUAL WEBINARS ARE NOTED IN RED. IF YOU NEED A STAFF PERSON TO SEND YOU THE VIRTUAL WEBINAR REGISTRATION LINK VIA EMAIL, JUST ASK!**

**Job Readiness Workshops are available in-person and virtually – ask a team member how to register!**

#### Choices Workforce Orientation

Choices Workforce Orientation for TANF Applicants (WOA) – Join Zoom Meeting

<https://us06web.zoom.us/j/97149188338?pwd=U0hUL0txY1craThpZzZhNmZKckQxQT09>

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

##### SNAP Orientation

This is an invitation only event.

##### RESEA Orientation

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##### WorkKeys

These are invitation only events for customers who are working with a Workforce Solutions Career Navigator

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

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## July 2022 - Learning Events

### Monday

JULY 4



### Tuesday

JULY 5

- 9:00 Job Readiness Workshop – Resume Building (virtual)
- 9:00 SNAP & RESEA Orientation (Appointment Only)
- 1:00 **Adaptability: Why should I have to change?**
- 4:00 **Diversity: They are not like me**

### Wednesday

JULY 6

- 8:30 TABE & WorkKeys Testing (Pre-Registration)
- 9:00 Job Readiness Workshop – Interviewing Skills (virtual)
- 10:00 Walk in Wednesday (Hiring Event)
- 10:00 Choices Workforce Orientation - WOA
- 11:00 **Completing an Online Job Application**
- 1:00 **We are not the same: A Look at Diversity**
- 4:00 **Barriers to Job Searching for Older Workers**

### Thursday

JULY 7

- 9:00 **Did someone say “FREE” Resources???**
- 10:00 Facebook Feature/ WIOA Orientation (In Person & Virtual)
- 1:00 **Dealing with Emotions While Job Searching**
- 4:00 **Resume Update**

### Friday

JULY 8

- 9:00 **Financial Literacy - Understanding Your Money**
- 11:00 **Hard to Employ - Do You Feel Like the Odds are Stacked Against You?**

### Saturday

JULY 9

- 9:00 **How to Find Remote Work**
- 11:00 **How to Maximize Your Online Learning**

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### Monday

JULY 11

- 9:00 I just got terminated. Now what?
- 11:00 Keeping Your Skills Sharp. Am I on top of my game?
- 1:00 What Are My Emotional Band-aids?
- 4:00 Maintain Motivation in Difficult Times

### Wednesday

JULY 13

- 8:30 TABE & WorkKeys Testing (Pre-Registration)
- 9:00 Sharpen Your Interview Skills
- 9:00 Job Readiness Workshop – Interviewing Skills (virtual)
- 10:00 Walk in Wednesday (Hiring Event)
- 10:00 Choices Workforce Orientation - WOA
- 11:00 Self-Care is Not Selfish
- 1:00 TABE & WorkKeys Testing (Pre-Registration)
- 1:00 Resume Ready
- 4:00 How to Answer Difficult Questions

### Friday

JULY 15

- 9:00 What do I wear in person or virtually?
- 11:00 Before Important Introductions \*Nice to meet you
- 1:00 Mock Interviewing: Practice for In Person and Virtual
- 11:00 Self-Care is Not Selfish

### Tuesday

JULY 12

- 9:00 SNAP & RESEA orientation (Appointment Only)
- 9:00 Working Remotely
- 11:00 Pivot to the Positive (I got the job.)
- 6:00 Upskilling for Talented Professionals

### Thursday

JULY 14

- 9:00 Finding Your Confidence
- 10:00 Facebook Feature/ WIOA Orientation (In Person & Virtual)
- 11:00 Art of Chit Chat-How to Have a Conversation In Person or Virtually
- 4:00 Jumping Into Your Job Search (Where do I start?)
- 6:00 Cover letter? Why?

### Saturday

JULY 16

- 9:00 Resume Update (Use Your Strengths)
- 10:00 Understanding Unwritten Rules: "I need to know"

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THURSDAY'S FACEBOOK FEATURE WILL FEATURE AN EMPLOYER THAT HAS CURRENT OPENINGS IN A VARIETY OF POSITIONS THEY ARE EAGER TO FILL!

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#### Monday

JULY 18

- 9:00 Basic Computer Skills Pt 1 and 2
- 11:00 Self Awareness \*What do you mean I look mad?
- 1:00 Finding Your Confidence

#### Tuesday

JULY 19

- 9:00 Job Readiness Workshop – Resume Building (virtual)
- 9:00 SNAP & RESEA Orientation (Appointment Only)
- 9:00 Tips and Apps for Working from Home
- 11:00 No skills? Sure you do!
- 1:00 Taking Initiative
- 4:00 Extreme Customer Service (top skills)

#### Wednesday

JULY 20

- 8:30 TABE & WorkKeys Testing (Pre-Registration)
- 9:00 Job Readiness Workshop – Interviewing Skills
- 9:00 Creating Your LinkedIn Profile
- 10:00 Choices Workforce Orientation - WOA
- 10:00 Walk in Wednesday (Hiring Event)
- 11:00 Time Management I don't have time for that
- 1:00 Preparing For A Job Fair-In Person or Online
- 4:00 Teamwork In-Person or Virtually

#### Thursday

JULY 21

- 9:00 What Are My Emotional Band-aids?
- 10:00 Facebook Feature/WIOA Orientation
- 1:00 Launching an Online Networking Account
- 4:00 10 Tips for Effective Communication

#### Friday

JULY 22

- 9:00 Being Persistent While Respecting Boundaries
- 11:00 Preparing for a Panel Interview (Virtual)

#### Saturday

JULY 23

- 11:00 Networking Tips for a Changing World

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JULY 25

- 9:00 **Listening...Wait, did you hear that?**
- 11:00 **Creating Your LinkedIn Profile**
- 1:00 **Adaptability: Why should I have to change?**
- 4:00 **Accepting Constructive Criticism**

### Tuesday

JULY 26

- 9:00 **Job Readiness Workshop – Resume Building (virtual)**
- 9:00 **SNAP & RESEA Orientation (Appointment Only)**
- 11:00 **Barriers to Job Searching for Older Workers**
- 1:00 **Did someone say “FREE” Resources???**
- 6:00 **Completing an Online Job Application**

### Wednesday

JULY 27

- 8:30 **TABE & WorkKeys Testing (Pre-Registration)**
- 9:00 **I Feel Invisible! Does Anyone Care? What Can I Do?**
- 9:00 **Job Readiness Workshop – Interviewing Skills (virtual)**
- 10:00 **Choices Workforce Orientation - WOA**
- 10:00 **Walk in Wednesday (Hiring Event)**
- 11:00 **Financial Literacy**
- 1:00 **Upskilling for Talented Professionals**
- 6:00 **Working Remotely**

### Thursday

JULY 28

- 9:00 **Hard to Employ - Do You Feel Like the Odds are Stacked**
- 10:00 **Facebook Feature/ WIOA Orientation (In Person Virtual)**
- 1:00 **How to Find Remote Work**
- 6:00 **How to Maximize Your Online Learning**

### Friday

JULY 29

- 9:00 **Maintain Motivation in Difficult Times**
- 11:00 **Keeping Your Skills Sharp. Am I on top of my game?**

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## July 2022 - Learning Events

### Virtual Webinar Topics and Descriptions

#### **10 Tips for Effective Communication**

The words we choose are important. Need some tips on how to communicate with your boss or coworkers?

#### **Accepting Constructive Criticism**

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

#### **Adaptability: 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?

#### **Art of Chit Chat-How to Have a Conversation In Person or Virtually**

Do you know how to start a small conversation or “chit chat” with new people? This webinar will show you just what to do.

#### **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!

#### **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

#### **Basic Computer Skills Pt 1 and 2**

Join us and learn basic skills to make your job search successful.

#### **Before Important Introductions \*Nice to meet you, NOT.**

You only meet someone new once. This workshop will teach you how to make a great first impression.

#### **Completing an Online Job Application**

Learn tips on completing an online job application. Join us!

#### **Cover letter? Why?**

Want to write an awesome resume Cover Letter? Need some expert advice? We have just the webinar for you. Get Judged by this cover and include with your resume. Join us as we show you how to make that cover letter get noticed!

#### **Creating Your LinkedIn Profile**

Having a professional looking LinkedIn profile shows off your talents.

This webinar will walk you through setting up an awesome profile.

#### **Dealing with Emotions While Job Searching**

You July experience many emotions while searching for a job.

Learn ways to best manage these feelings.

#### **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!

#### **Diversity: They are not like me**

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

#### **Extreme Customer Service (top skills)**

Join us as we discuss what customer service is and how to use this skill.

#### **Financial Literacy - Understanding Your Money**

Come and learn the basics of financial literacy in developing a spending plan, debt management and setting financial goals.

#### **Finding Your Confidence**

Having confidence is a game changer. Whether you are looking for a job, asking for a raise or making decisions in everyday life, having confidence can help you reach your goals.

#### **How To Answer Difficult Questions**

Let us teach you how to answer those difficult questions in your next interview.

#### **Hard to Employ - Do You Feel Like the Odds are Stacked Against You?**

Join us to learn tips for obtaining employment when you have gaps, little work experience, or you're a returning citizen. Sign up today.

#### **How to Find Remote Work**

Learn more about working remotely and how to find a remote job. Join us!

#### **How to Maximize Your Online Learning**

Learn tips to maximize your online learning. Sign up today.

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

You still have a lot to offer, yet you often feel overlooked and invaluable. We will explore how to bring your value to the forefront.

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

Join us as we discuss your next steps to get started on your next job search. Sign up now!

#### **Jumping Into Your Job Search (Where do I start?)**

Let us help you get your job search off to an amazing start. We have the skills and the tips to help you succeed.

#### **Keeping Your Skills Sharp – Am I On Top of My Game?**

Learn how to keep your skills sharp during unemployment and building your network. Join us.

#### **Launching an Online Networking Account**

What does it take to create an awesome online network account?

We have all of the right tips.

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

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

#### **Maintain Motivation in Difficult Times**

Join us as we discuss principles of maintaining motivation. Sign up today.

#### **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.

#### **No skills? Sure you do!**

What is a transferable skill? How can I include transferable skills on my resume or in my interview? This webinar will teach you everything you need to know about transferable skills.

#### **Pivot to the Positive (I got the job.)**

Learn how to answer hard questions during interviews. Sign up for this webinar today!





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### **Preparing For A Job Fair-In Person or Online**

Do you know how to plan for a job fair? Let us show you how to make sure you are more than ready.

### **Preparing for a Panel Interview (virtual)**

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

### **Resume Ready**

Have you written your resume? Need help? Let us show you how to write a great resume.

### **Resume Update (Use Your Strengths)**

Do you have an up-to-date resume that focuses on your strengths. Sign up to learn more and how to update your resume.

### **Self-Care is Not Selfish**

Learn more about self-care is, the benefits of it, and how to create your own plan. Sign up now.

### **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.

### **Sharpen Your Interview Skills**

Let us help get you ready for your next interview. This webinar workshop has lots of great tips.

### **Taking Initiative-That's not my job**

Learn how to have the right attitude in your new job.

### **Teamwork In-Person or Virtually**

Working in teams is a great way to get things done! However sometimes it can be challenging. This webinar will focus on the value of teamwork.

### **Tips and Apps for Working from Home**

Learn seven tips for working remotely and ten best apps to increase productivity. Join us!

### **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

### **Understanding Unwritten Rules I need to know the rules**

How do you learn the rules at your new job? Attend this webinar and we will get you ready.

### **Upskilling for Talented Professionals**

Join us as we discuss the benefits of upskilling, tips, and developing your own strategy.

### **We Are Not the Same: A Look at Diversity**

Having differences is a natural part of the social experience and diversity should be embraced. This webinar will talk about the beauty in diversity.

### **What do I wear in person or virtually?**

How do you plan your outfit to match the position you are applying for? Do you know what "not to wear"? This webinar will focus on the right outfit.

### **What are My Emotional Band-aids?**

When life gets hard, when work doesn't go as planned or you experience stress, what do you do? Everyone has an emotional band-aid. Are yours working for you? This webinar will teach you how to heal emotions in a positive way.

### **Working Remotely**

Learn the benefits of working remotely, challenges, assessing your readiness, and tips for working remotely.

