



## 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)

# September 2022 - Learning Events

Thursday

SEPTEMBER 1

- 9:00 **Pivot to the Positive (I got the job)**
- 9:00 Job Readiness Workshop – Soft Skills (virtual)
- 10:00 Facebook Feature
- 1:00 **Resume Ready**
- 6:00 **Creating Your LinkedIn Profile**

Friday

SEPTEMBER 2

- 9:00 **Sharpen Your Interview Skills**

Saturday

SEPTEMBER 3



**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

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## September 2022 - Learning Events

### Monday

SEPTEMBER 5



### Tuesday

SEPTEMBER 6

- 9:00 Job Readiness Workshop – Resume Building (virtual)
- 9:00 SNAP & RESEA Orientation (Appointment Only)
- 1:00 **What Are My Emotional Band-aids?**
- 11:00 **How To Answer Difficult Questions \*What? I don't know the answer**

### Wednesday

SEPTEMBER 7

- 8:30 TABE & WorkKeys Testing (Pre-Registration)
- 9:00 **Disability and Employment**
- 9:00 Job Readiness Workshop – Interviewing Skills (virtual)
- 10:00 Walk in Wednesday (Hiring Event)
- 10:00 Choices Workforce Orientation - WOA
- 1:00 **W2, I9, What is that?**

### Thursday

SEPTEMBER 8

- 9:00 **Jumping Into Your Job Search (Where do I start?)**
- 9:00 WIOA Orientation (In Person/Virtual)
- 10:00 Facebook Feature
- 6:00 **Cover letter? Why?**  
**We are not the same: A Look at Diversity**

### Friday

SEPTEMBER 9

- 9:00 **Mock Interviewing: Practice for In Person and Virtual Interviewing**
- 1:00 **What do I wear in person or virtually?**

### Saturday

SEPTEMBER 10

- 9:00 **Before Important Introductions Nice to meet you, NOT**
- 11:00 **Resume Update (Use Your Strengths)**

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## September 2022 - Learning Events

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#### SEPTEMBER 12

- 9:00 **Understanding Unwritten Rules \*I need to know the rules**
- 9:00 Job Readiness Workshop – Soft Skills (virtual)
- 11:00 **Self-Awareness What do you mean I look mad?**
- 1:00 **How to Communicate with Tact**
- 4:00 **Responsibility and Accountability**

### Tuesday

#### SEPTEMBER 13

- 9:00 Job Readiness Workshop – Resume Building (virtual)
- 9:00 SNAP & RESEA Orientation (Appointment Only)
- 9:00 **Basic Computer Skills Pt 1 and 2**
- 1:00 **Creating Your LinkedIn Profile**
- 6:00 **Top 10 Tips for Phone and Virtual Interviewing**

### Wednesday

#### SEPTEMBER 14

- 8:30 TABE & WorkKeys Testing (Pre-Registration)
- 9:00 **Tips and Apps for Working from Home**
- 9:00 Job Readiness Workshop – Interviewing Skills (virtual)
- 10:00 Walk in Wednesday (Hiring Event)
- 10:00 Choices Workforce Orientation - WOA
- 1:00 **Empathy: A Positive Emotion**
- 4:00 **No skills? Sure you do!**

### Thursday

#### SEPTEMBER 15

- 9:00 **Taking Initiative-That's not my job**
- 10:00 Facebook Feature
- 11:00 **Time Management \*I don't have time for that**
- 4:00 **Finding Your Confidence**

### Friday

#### SEPTEMBER 16

- 9:00 **Teamwork In-Person or Virtually**
- 11:00 **SMART Goals (we all need them)**

### Saturday

#### SEPTEMBER 17

- 9:00 **What Are My Emotional Band-aids?**
- 11:00 **Launching an Online Networking Account**

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#### SEPTEMBER 19

- 9:00 **What if I don't want to hear any feedback?**
- 9:00 Job Readiness Workshop – Soft Skills (virtual)
- 11:00 **10 Tips for Effective Communication**
- 1:00 **Preparing for a Panel Interview (virtual)**
- 6:00 **Being Persistent While Respecting Boundaries**

### Tuesday

#### SEPTEMBER 20

- 9:00 **Networking Tips for a Changing World**
- 9:00 SNAP & RESEA Orientation (Appointment Only)
- 1:00 **Listening...Wait, did you hear that?**
- 6:00 **We are not the same: A Look at Diversity**

### Wednesday

#### SEPTEMBER 21

- 8:30 TABE & WorkKeys Testing (Pre-Registration)
- 9:00 **How to Communicate With Tact**
- 9:00 Job Readiness Workshop – Interviewing Skills (virtual)
- 10:00 Walk in Wednesday (Hiring Event)
- 10:00 Choices Workforce Orientation - WOA
- 1:00 **Barriers to Job Searching for Older Workers**
- 6:00 **Completing an Online Job Application**

### Thursday

#### SEPTEMBER 22

- 9:00 **Dealing with Emotions While Job Searching**
- 10:00 WIOA Orientation (In Person Virtual)
- 10:00 Facebook Feature
- 1:00 **Financial Literacy - Understanding Your Money**
- 4:00 **Did someone say "FREE" Resources???**

### Friday

#### SEPTEMBER 23

- 9:00 **How to Find Remote Work**
- 11:00 **How to Maximize Your Online Learning**
- 1:00 **Accepting Constructive Criticism**

### Saturday

#### SEPTEMBER 24

- 9:00 **I Feel Invisible! Does anyone Care? What Can I Do?**
- 11:00 **Disability and Employment**

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# September 2022 - Learning Events

## Monday

### SEPTEMBER 26

- 9:00 **We are not the same: A Look at Diversity**
- 9:00 Job Readiness Workshop – Soft Skills (virtual)
- 11:00 **Keeping Your Skills Sharp. Am I on top of my game?**
- 1:00 **I just got terminated. Now what?**
- 4:00 **Hard to Employ - Do You Feel Like the Odds are Stacked**

## Tuesday

### SEPTEMBER 27

- 9:00 **Maintain Motivation in Difficult Times**
- 9:00 SNAP & RESEA Orientation (Appointment Only)
- 1:00 **Empathy: A Positive Emotion**
- 4:00 **Self-Care is Not Selfish**
- 6:00 **Finding Your Confidence**

## Wednesday

### SEPTEMBER 28

- 8:30 TABE & WorkKeys Testing (Pre-Registration)
- 9:00 **Responsibility and Accountability**
- 9:00 Job Readiness Workshop – Interviewing Skills (virtual)
- 10:00 Walk in Wednesday (Hiring Event)
- 10:00 Choices Workforce Orientation - WOA
- 11:00 **Managing Stress: Keeping Cool Under Pressure**
- 1:00 **Upskilling for Talented Professionals**
- 4:00 **Resume Ready**

## Thursday

### SEPTEMBER 29

- 9:00 **Working Remotely**
- 10:00 Facebook Feature
- 11:00 **Sharpen Your Interview Skills**
- 4:00 **W2, I9, What is that?**
- 6:00 **Jumping Into Your Job Search (Where do I start?)**

## Friday

### SEPTEMBER 30

- 9:00 **Cover letter? Why?**

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# September 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 versus constructive criticism. Join us to learn tips on giving and receiving constructive criticism.

### **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!

### **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.

### **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.

### **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!

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

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

### **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.

### **How to Communicate with Tact**

Learn how to say what you want to say without offending and still get your point across!

### **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.

### **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.

### **Mock Interviewing: Practice for In Person and Virtual Interviewing**

Do you have an interview coming up? Would you like to practice how to answer those tough questions? Join us and you will have an opportunity to practice your job interviewing skills.

### **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.

### **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.

### **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.

### **Resume Ready**

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

### **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.

### **SMART Goals (we all need them)**

Sharing your goals is an important step in reaching your maximum potential. Let us show you how to share your goals with potential employers.

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

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

### **Top 10 Tips for Phone and Virtual Interviewing**

Are you excited or nervous for your phone interview? Do you know what to expect? We do! We have 10 tips to make sure you handle your phone interview like a pro.

### **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.

### **W2, I9, What is that?**

Congratulations! You landed the job, so now what? Let us show you how to prepare for that new hire paperwork

### **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.





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# September 2022 - Learning Events

### **Networking Tips for a Changing World**

What is networking and 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.

### **What if I don't want to hear any feedback?**

How do you handle feedback? We have all the right responses.

### **Disability and Employment**

What are the laws around disability? What should I say if I have a disability? How do I protect myself? This power webinar walks you through the basics of disability and employment.

### **Taking Initiative - That's Not My Job**

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

### **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

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

What does it take to create an awesome online network account? We have all of the right tips.

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

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

### **Listening...Wait Did You Hear That?**

The art of listening and focusing in on what people are saying before you respond. We have great tips.

### **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.

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

You still have a lot to offer, yet you often feel overlooked and invaluable. Join us as we explore how to bring your value to the forefront

### **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.

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

It's natural to experience a variety of emotions throughout your job search. Let us give you tips to help you not only cope with these feelings but come out on top.

### **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.

### **Managing Stress (keeping cool under pressure)**

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.

### **Working Remotely**

In a changing world-what skills do you need to work from home? Learn best practices for working from home.

### **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 the tips needed to make sure you respect boundaries while being persistent.

### **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.

### **Empathy: A Positive Emotion**

It is vital to understand the importance of practicing empathy in a work environment with co-workers. Whether you are naturally empathetic or need some reminders on how to practice this skill, webinar will provide suggestions so you can become more aware of others' feelings and thoughts.

### **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.

### **Pivot to the Positive (I Got the Job)**

When it comes to interviews, you can expect challenging questions. How do you answer those? What should you say? Learn how to pivot your answers to the positive when in a challenging situation

### **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

### **Responsibility and Accountability**

What does it take to be responsible? How do I show accountability? These are 2 essential skills to get you noticed and to stand out at work. Join us as we explore new skills

### **Maintaining Motivation in difficult times.**

Don't lost your motivation no matter what life brings. Stay in the game! We have all the right tips to support you.

### **Keeping Your Skills Sharp (am I on top of my game?)**

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.

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## 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!

