

FALL 2020 CAREER HUB WORKSHOP SERIES

#	Workshop Topic	Speaker(s)	Zoom link	Date/Time
1	Pre-Employment Workshop Want to work at an SRJC campus? Learn about the requirements and expectations to become a student employee on campus.	Jamie Longnecker Coordinator, Workforce Development	https://santarosa-edu.zoom.us/j/91801801292	Every Monday 12:30 p.m.-1:00 p.m.
2	Pre-Employment Workshop Want to work at an SRJC campus? Learn about the requirements and expectations to become a student employee on campus.	Jamie Longnecker Coordinator, Workforce Development	https://santarosa-edu.zoom.us/j/98786341978	Every Thursday 12:30 p.m.-1:00 p.m.
3	Ensuring Success in an Online Environment Balancing your work, school, and personal responsibilities can be especially difficult in this remote learning environment. Come learn strategies and resources to ensure a successful semester.	Andrew Gratto-Bachman & Career Education Student Success Team	https://santarosa-edu.zoom.us/s/7077783616	Wednesday September 2 5:00 p.m.-6:00 p.m.
4	LinkedIn Basics – Create Your LinkedIn Profile LinkedIn is an online tool for students and job seekers! This workshop is for the student that is creating their LinkedIn profile for the first time. You will learn how to build your profile, how to craft a headline, what kind of photo you should have, customizing your URL and what you should put in your summary.	Kim Kinahan Work Experience Instructor	https://santarosa-edu.zoom.us/j/99014282567	Thursday September 10 5:00 p.m.-6:00 p.m.
5	Diversity & Bias In the Workplace We can learn to embrace diversity in the workplace by examining our own unconscious biases. This workshop discusses moving beyond just tolerance to respectfully embracing differences for a better, more inclusive workplace.	Beaury Foshee Work Experience Instructor	https://santarosa-edu.zoom.us/j/92904356363?pwd=L2J1NFdOSzQ5cVFIRlJCbVpiaUtXQT09	Wednesday September 16 4-5pm
6	How to Succeed in a Virtual Interview Virtual Interviews present unique challenges. In this workshop we will show you what you need to know to ace your virtual interview when a firm handshake isn't possible.	Ann Mansfield Job Developer	https://santarosa-edu.zoom.us/j/98426337766	Thursday September 17 5:00 p.m.-6:00 p.m.

FALL 2020 CAREER HUB WORKSHOP SERIES

7	Deciding on Your Career A conversation about interests, values, and work environment, and a demonstration of online career exploration tools to help you make career decisions.	Jill Mead Career Advisor	https://santarosa-edu.zoom.us/j/97105375802	Tuesday September 22 2:00 p.m.-3:00 p.m.
8	Classroom to Workplace - How to Find an Internship Want to connect your classroom to the job market? Learn what steps you can take while earning your certificate or degree that can help you get an internship in your field of study.	Andrew Gratto-Bachman & Career Education Student Success Team	https://santarosa-edu.zoom.us/s/7077783616	Wednesday September 23 5:00 p.m.-6:00 p.m.
9	Resume and Cover Letter Development Learn current best practices to prepare important marketing tools—your resume and cover letter. This workshop provides an overview of the various formats and tips on how to best highlight your experience and accomplishments.	Jill Mead Career Advisor	https://santarosa-edu.zoom.us/j/93104851012	Tuesday September 29 3:00 p.m.-4:00 p.m.
10	Diversity & Bias In the Workplace We can learn to embrace diversity in the workplace by examining our own unconscious biases. This workshop discusses moving beyond just tolerance to respectfully embracing differences for a better, more inclusive workplace.	Beaury Foshee Work Experience Instructor	https://santarosa-edu.zoom.us/j/96123665899?pwd=TKRCQVJIRKl1SWlrKzVmZ2M4Z2x1dDZ09	Thursday October 1 1:00 -2:00 pm
11	Creating Your Digital Profile & Portfolio Is your social media profile on "private?" This workshop will help you establish your online portfolio and provide you with the tools you need to manage your online presence to reflect a more professional (and employable!) tone.	Andrew Gratto-Bachman & Career Education Student Success Team	https://santarosa-edu.zoom.us/s/7077783616	Wednesday October 7 5:00 p.m. – 6:00 pm
12	Maximize your LinkedIn Profile Learn how to maximize all the functions that LinkedIn provides. Discover the power of LinkedIn groups, job search, the alumni tool, and more.	Kim Kinahan Work Experience Instructor	https://santarosa-edu.zoom.us/j/99126180754	Thursday October 8 5:00 p.m.-6:00 p.m.

FALL 2020 CAREER HUB WORKSHOP SERIES

13	First Impressions & Interviewing Skills Learn how to make a great impression at your job interview. Learn how to present yourself with confidence and dress for success. This workshop will teach you how to prepare your self-introduction and review common job interview questions.	Jill Mead Career Advisor	https://santarosa-edu.zoom.us/j/92675595609	Tuesday October 13 4:00 p.m.-5:00 p.m.
14	Networking for Career Success Many people dread the concept of networking in their job search for fear of “asking for something” or appearing “desperate.” Networking plays an important role in job search strategies and could easily lead you to your next great opportunity! Learn more about networking and how it will help you feel more confident and empowered while seeking employment.	Ann Mansfield Job Developer	https://santarosa-edu.zoom.us/j/96220845363	Thursday October 15 5:00 p.m.-6:00 p.m.
15	Developing Cultural Competency for Workplace Success Diversity and inclusion are critical for all leading organizations. Learn cultural competency skills and behaviors that will position you to succeed in today’s diverse work environments.	Sussanah Sydney SRJC Human Resources Employment Equity Manager	https://santarosa-edu.zoom.us/j/96380622543	Wednesday October 21 3:30 p.m.-4:30 p.m.
16	LinkedIn Basics – Create Your LinkedIn Profile LinkedIn is an online tool for students and job seekers! This workshop is for the student that is creating their LinkedIn profile for the first time. You will learn how to build your profile, how to craft a headline, what kind of photo you should have, customizing your URL and what you should put in your summary.	Kim Kinahan Work Experience Instructor	https://santarosa-edu.zoom.us/j/95691100387	Thursday October 22 5:00 p.m.-6:00 p.m.
17	Work-Life Balance Take an energy assessment and learn about how to balance the areas in our lives where our energy goes. Make a new agreement with yourself to bring more attention to the areas you may be neglecting.	Jill Mead Career Advisor	https://santarosa-edu.zoom.us/j/93404657691	Tuesday October 27 4:00 p.m.-5:00 p.m.

FALL 2020 CAREER HUB WORKSHOP SERIES

18	Communication & Collaboration Communication is something you do every day- could you do it better? This workshop will help you evaluate your own skill level and ensure greater success in the workplace, in the classroom, and in life! Alone we can do so little; together we can do so much. Let's learn how to make a dream team and ease the process of finishing important tasks at hand.	Andrew Gratto-Bachman & Career Education Student Success Team	https://santarosa-edu.zoom.us/j/7077783616	Wednesday November 4 5:00 p.m.-6:00 p.m.
19	10 Steps to a Better LinkedIn Profile LinkedIn continues to be a great way to network and connect. Now more than ever, your LinkedIn profile is your most important online job-seeking tool. We will review the basic steps to improve your LinkedIn Profile and ensure that your online presence is polished and professional.	Ann Mansfield Job Developer	https://santarosa-edu.zoom.us/j/96887383573	Thursday November 5 5:00 p.m.-6:00 p.m.
20	Self-Advocacy in the Workplace Learn how to improve your advocacy skills in the workplace, identify your communication style and strengthen your confidence to achieve the most satisfying outcomes for your future.	Andrew Gratto-Bachman Career Education Student Success Team	https://santarosa-edu.zoom.us/j/7077783616	Wednesday November 18 5:00 p.m.-6:00 p.m.
21	Resilience in the Workplace What do you do when things don't go as planned? Learn strategies to pivot to overcome obstacles and still reach your goals.	Andrew Gratto-Bachman Career Education Student Success Team	https://santarosa-edu.zoom.us/j/7077783616	Wednesday December 2 5:00 p.m.-6:00 p.m.