










# Spring 2012 Career & Job Development Center General Workshop Schedule\*

For more information contact the Career & Job Development Center at (323)953-4000 X2210  
\*NO NEED FOR SIGN-UPS, JUST SHOW UP

Date	Location	Time		Topic	Description
Mon 02/13 Mon 02/13	TBD TBD	1-2 pm 5-6 pm		When and How to Make a Career Decision-Career Orientation	Focus will be placed on the timing and ways to go about making important Career decisions. <b>***Designed for students who have not previously made an appointment with the Career Center***</b>
Tues 02/14 Tues 02/21 Tues 03/06 Tues 03/20 Tues 03/27	AD 109 AD 109 AD 109 AD 109 AD 109	1-3 pm 1-3 pm 1-3 pm 1-3 pm 1-3 pm		Obtain a PAID \$\$\$ Internship with LACCD Interns Program	Visit anytime between 1-3 to apply for paid internships while learning about topics such as internship search, how to connect internships to possible career opportunities, workforce skills employers are seeking, etc.
Thurs 03/08 Mon 03/12 Wed 05/09 Fri 05/11 Fri 05/18	AD 109 AD 109 AD 109 AD 109 AD 109	1-2 pm 5-6 pm 11-12 pm 11-12 pm 11-12 pm		Resume Critiquing Session	Do you need someone to "eyeball" your <u>existing resume</u> to make sure it is the very best it can be? Come to one of our sessions and you will be given an individual critiquing session of <b>10</b> minutes. First come, first serve. <b>Please bring a hard copy.</b>
Tues 03/13 Mon 03/19	AD 109 AD 109	10-11am 5-6 pm		EUREKA as a Tool for your Success!	Learn about the valuable computerized career program- EUREKA. Come learn how to use the program to make your career search more effective and successful.
Thurs 03/22 Mon 03/26	TBD TBD	1-2 pm 5-6 pm		What Career Color Are You?	This is a True Colors workshop that will enable you to learn more about the Career suggested to you based on your personality traits.
TBD	TBD	TBD		Matching your Personality Type to A Possible Career (Holland)	Discover what types of Careers would suit your personality type the best. This workshop utilizes Holland's career theory to assist you to find careers compatible with your personality traits!
Tues 03/27 Mon 04/16	AD 109 AD 109	1-2 pm 5-6 pm		An Introduction to Discover	Discover© is a computerized career assessment program that also provides research material for you to further investigate your recommended career areas.
Thurs 04/19 Mon 04/23 Tues 05/08	AD 109 AD 109 AD 109	1-2 pm 5-6 pm 1-2 pm		Cover Letter Critiquing Session	Have you written a cover letter but are not too sure if what you have written is appropriate or appealing to your prospective employer? Attend one of our sessions and you will be given an individual critiquing session of <b>10</b> minutes. First come, first serve. <b>Please bring a hard copy</b>
Thurs 04/26 Mon 05/07 Thurs 05/10	AD 109 AD 109 AD 109	1-2 pm 5-6 pm 1-2 pm		Mock Interview Personal Sessions	Do you want to practice interviewing for a position? Would you like for someone to ask you popular interview questions for a variety of fields? Receive <b>10</b> minutes of questions and learn how to best answer these. First come, first serve.

