

August 2021 ~ A/D Works Workshops

"In Person Only" on Wednesday & Thursday

Access codes for each Virtual Workshop on Mon, Tues & Fri will be under the [Upcoming Events Tab](#)

To attend Virtual Mock Interviewing, email CHoschouer@arapahoegov.com to request a link

Monday	Tuesday	Wednesday	Thursday	Friday
<p>2</p> <p>Interviewing 9:00 – 11:00</p> <p>Ageless Career Search 2:00 – 4:00</p>	<p>3</p> <p>Career Reinvention 9:00 – 11:00</p> <p>Generations: Organizing Your Job Search for Success 11:30 – 1:00</p> <p>Phone Interview 2:00 – 3:00</p> <p>Resumes 6:00 – 8:00pm</p>	<p>4</p> <p>Resumes 9:00 – 11:00</p> <p>Discovering ADW! 11:00 – 12:30</p> <p>Interviewing 2:00 – 4:00</p>	<p>5</p> <p>Resume 2 9:00 – 11:00</p> <p>Interviewing 2 1:00 – 4:00</p>	<p>6</p> <p>Salary Negotiations 9:00 – 10:30</p> <p>LinkedIn 2:00 – 4:00</p>
<p>9</p> <p>Networking 2:00 – 4:00</p>	<p>10</p> <p>LinkedIn 9:00 – 11:00</p> <p>Generations: AARP Back to Work 10:00 – 11:30</p> <p>Resumes 2:00 – 4:00</p> <p>Phone Interview 6:00 – 7:00pm</p>	<p>11</p> <p>Resumes 9:00 – 11:00</p> <p>Discovering ADW! 11:00 – 12:30</p> <p>Interviewing 2:00 – 4:00</p>	<p>12</p> <p>Interviewing 2 1:00 – 4:00</p>	<p>13</p> <p>Virtual Mock Interviewing 9:00 – 12:00</p> <p>Workplace Values 2:00 – 4:00</p>
<p>16</p> <p>Ageless Career Search 9:00 – 11:00</p> <p>Interviewing 2:00 – 4:00</p>	<p>17</p> <p>Career Reinvention 9:00 – 11:00</p> <p>Generations: Job Searching Post Pandemic 11:30 – 12:30</p> <p>Resumes 2:00 – 4:00</p> <p>Interviewing 6:00 – 8:00pm</p>	<p>18</p> <p>Resumes 9:00 – 11:00</p> <p>Discovering ADW! 11:00 – 12:30</p> <p>Interviewing 2:00 – 4:00</p>	<p>19</p> <p>Resume 2 9:00 – 11:00</p> <p>Interviewing 2 1:00 – 4:00</p>	<p>20</p> <p>Emotional Intelligence 9:00 – 11:00</p> <p>LinkedIn 2:00 – 4:00</p>
<p>23</p>	<p>24</p> <p>Generations: Meet the Recruiter 10:00 – 11:00</p> <p>Phone Interview 2:00 – 3:00</p> <p>Networking 6:00 – 8:00pm</p>	<p>25</p> <p>Resumes 9:00 – 11:00</p> <p>Discovering ADW! 11:00 – 12:30</p> <p>Interviewing 2:00 – 4:00</p>	<p>26</p> <p>Resume 2 9:00 – 11:00</p> <p>Interviewing 2 1:00 – 4:00</p>	<p>27</p> <p>Virtual Mock Interviewing 9:00 – 12:00</p> <p>Resumes 2:00 – 4:00</p>
<p>30</p> <p>Interviewing 9:00 – 11:00</p> <p>Ageless Career Search 2:00 – 4:00</p>	<p>31</p> <p>Generations: Labor Market Info 11:30 – 1:00</p> <p>Resumes 2:00 – 4:00</p> <p>Salary Negotiations 6:00 – 7:30pm</p>			

Arapahoe/Douglas Works! is an equal opportunity agency and supports Veterans priority of service. Reasonable accommodations provided upon request.

Access Workshop Handouts at:

<https://www.adworks.org/index.php/job-seekers/online-powerpoint-workshops/>

AGELESS CAREER SEARCH will examine the five generations currently in our workforce, what makes them unique and how to leverage the strengths of each group.

CAREER KICK START reviews the tools and competencies necessary to conduct a successful job search in the 21st century.

CAREER REINVENTION Is designed for experienced professionals seeking to change careers. It explores how to; reconcile past issues that have clouded your confidence, redefine who you are and what you want to do, devise a personal reinvention plan and build an active professional network.

DISCOVERING ARAPAHOE/DOUGLAS WORKS! will explore the programs, services and workshops offered at Arapahoe/ Douglas Works! Information regarding UI Job contact requirements will also be provided.

EMOTIONAL INTELLIGENCE or "EQ" is one of the greatest predictors of workplace success, and unlike IQ, it can be developed and improved with practice. In this workshop, you will learn just how important EQ is, in what ways it impacts your job search, and how to improve your own with simple to learn strategies.

INTERVIEWING This workshop looks at the preparation required before an interview and gives insight into what happens in different types of interviews including panel, and telephone. This workshop is presented by experienced Career Services Advisors who can provide information learned from working with recruiters

INTERVIEWING 2 is practice in a mock interview setting with your fellow peers, and the workshop Career Services Advisors. [Interviewing Part 1 is required prior to attending Mock Interviewing.](#)

LINKEDIN is designed to provide a basic overview of what it is, how to build your profile, make connections, find jobs, follow companies and grow your professional network.

VIRTUAL MOCK INTERVIEWING is practice in a mock interview setting with your fellow peers, and the workshop Career Services Advisors. [Interviewing Part 1 is required prior to attending Mock Interviewing.](#)

NETWORKING Your handshake is the most powerful tool in your job search! This workshop will show you the importance and value of traditional networking throughout your career, and provide you with ideas to open new doors.

PHONE INTERVIEW A common first step in the hiring process is a phone interview or screening. This workshop will give you insights on how to better prepare for the call and ace the interview!

RESUMES 1 This workshop will provide a framework for creating an effective resume or improving the one you already have. You will learn to list the essential information you need to develop a great resume in a competitive job environment.

RESUMES 2 Each resume will be reviewed by a Career Services Advisor and other classmates in a group setting offering tips and advice on layout, content, headings and formatting. [Resumes Part 1 is required prior to attending Part 2](#)

SALARY NEGOTIATIONS Salary negotiation is an important component in increasing your salary earnings when landing a new position, being promoted, or after a performance review. Most employers are willing to negotiate salaries but most candidates will not make an effort.

WORKPLACE VALUES are an important indicator of organizational culture. Explore your personal values and how to use that information to determine organizational fit and potential job satisfaction.

[Generations Workshops](#)

ORGANIZING YOUR JOB SEARCH FOR SUCCESS – Guest speaker Kristen Jensen Wall will discuss how to Organize Your Job Search for Success

AARP BACK TO WORK – call 1.855.850.2525 Call today to register for the next available Information Session and receive a free copy of the "7 Smart Strategies for 50+ Jobseekers" guide.50+ Job Candidates.

GENERATIONS - Susan Rusch will discuss "Today's Job Searching Influences, Post Pandemic"

MEET THE RECRUITER – Katherine Suter, Director of Human Resources at Littleton Adventist Hospital

GENERATIONS - Patrick Howell, Workforce Labor Economist will discuss Labor Market Information