

# MAY 2025

## A/D Works! Workshops

**Grey shaded events are In-Person Only**

| MONDAY  | TUESDAY   | WEDNESDAY  | THURSDAY   | FRIDAY   |
|---|---|--|--|--|
|   |   |  | <b>1</b><br>Money Matters<br>@ Aurora<br>9am - 11am<br><br>3 Keys for<br>Difficult<br>Transitions<br>@ Centennial<br>10:30am-12pm<br><br>Interviewing @<br>Aurora<br>2pm - 4pm | <b>2</b><br>Resumes<br>9am - 11am                            |
| <b>5</b><br>Resumes @<br>Castle Rock<br>1:30pm-3:30pm | <b>6</b><br>Interviewing<br>@ Castle Rock<br>9am - 11am<br><br>Emotional<br>Intelligence<br>@ Centennial<br>2pm - 4pm | <b>7</b><br>Resumes<br>9am - 11am<br><br>Intro to BAC<br>@ Aurora<br>1:30pm-2:30pm<br><br>Job Seekers<br>Network<br>@ Centennial<br>2:30pm - 4pm | <b>8</b><br>Growth Mindset<br>@ Centennial<br>10:30am-12pm<br><br>Money Matters<br>1:30pm-3:30pm<br><br>Resumes<br>@ Aurora<br>2pm - 4pm                                       | <b>9</b><br>No<br>Workshops                                  |
| <b>12</b><br>No<br>Workshops                          | <b>13</b><br>No<br>Workshops  | <b>14</b><br>No<br>Workshops   | <b>15</b><br>No<br>Workshops   | <b>16</b><br>Mindful Doodles<br>with AllHealth<br>9am - 10am |

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|--|--|--|--|--|
| <b>19</b><br>Discovering<br>A/D Works!<br>9am - 10am<br><br>Resumes @<br>Castle Rock<br>9am - 11am | <b>20</b><br>Technology & Job<br>Search<br>@ Castle Rock<br>1:30pm-3:30pm<br><br>Interviewing<br>@ Centennial<br>2pm - 4pm | <b>21</b><br>Resumes<br>9am - 11am<br><br>Job Seekers<br>Network<br>@ Centennial<br>2:30pm - 4pm | <b>22</b><br>Interviewing<br>@ Aurora<br>9am - 11am<br><br>Disrupting<br>Ageism<br>@ Centennial<br>10:30am-12pm<br><br>Money Matters<br>@ Castle Rock<br>1:30pm-3:30pm | <b>23</b><br>Basic Financial<br>Literacy<br>@ CentrePoint<br>10am - 11am                                   |
| <b>26</b><br><br>Memorial Day<br>Office Closed   | <b>27</b><br>Resumes<br>@ Centennial<br>9am - 11am<br><br>Interviewing @<br>Castle Rock<br>1:30pm-3:30pm                   | <b>28</b><br>Discovering<br>A/D Works!<br>9am - 10am   | <b>29</b><br>Resumes @<br>Aurora<br>9am - 11am   | <b>30</b><br>Doctors Cares<br>Info Session<br>9am - 10am<br><br>Interviewing<br>@ Centennial<br>9am - 11am |

Arapahoe/Douglas Works! is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

Arapahoe/Douglas Works! programs are federally funded with \$18,730,452.65 (~78 percent) through the U.S. Department of Labor. Additionally, ~22 percent (\$5,326,786.07) is financed by non-federal sources.

**3 Keys to Difficult Transitions** The only certainty in life is change. We are either getting ready to go through a change, or currently experiencing change. Learn how to turn our transitions into learning opportunities.

**Ageless Career Search** Examine the five generations currently in our workforce, what makes them unique, and how to leverage the strengths of each group.

**Basic Financial Literacy** A basic introduction to financial literacy such as management of forms of income, creating a budget, understanding your paycheck, and self-employment.

**Career Exploration** Explore your barriers to employment and explore potential career paths.

**Career Kick Start** Learn the tools and competencies necessary to conduct a successful job search.

**Career Reinvention** Explore 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.

**Conflict Transformation** Examine how conflicts develop and identifies practical approaches to conflict prevention and management.

**Discovering A/D Works!** can help any jobseeker reach their employment goals. Your next job is out there. Explore programs, services and workshops that can help you level up your job search.

**Disrupting Ageism** Identify ageist self-talk, and develop career-enhancing skills that communicate self-confidence, value teamwork, and support collaboration across age groups.

**Emotional Intelligence** Learn the importance of EQ and how it impacts your job search

**Growth Mindset** Discuss the concept behind Carol Dweck's research, explore ways to respond to everyday challenges and demands using a growth mindset lens, and learn language to help reshape the way we speak and think.

**Interviewing** The preparation required before an interview and insight into different types of interviews including panel, and telephone.

**Introduction to BAC** Dedicated to exploring the various assessments at The Business & Assessment Center and how they can help you level up in your career journey.

**Job Boards** An introduction to job boards, how to use them, the benefits of using one, and the different types of job boards.

**Job Seekers Network** Connect with fellow job seekers to share valuable advice, career opportunities, and connections.

**LinkedIn** A basic overview of how to build your profile, make connections, find jobs, follow companies, and grow your professional network.

**Money Matters** This workshop focuses on concepts of financial independence and planning.

**Personal Finance After Job Loss** For job seekers age 50+, **practical advice** and **guidance** on how to manage finances during a job loss.

**O\*Net OnLine** Learn to navigate and use O\*NET OnLine, a comprehensive web application that provides detailed descriptions of occupations. Begin to explore career options, identify skill requirements, and make informed decisions about your career path.

**Overcoming Job Loss** This workshop focuses on practical skills to manage strong emotions, practice self-care, and develop self-empowerment strategies to not only survive job loss, but also to thrive in future ahead.

**Resumes** Provides 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.

**Remote Work** Explore skills needed for remote work and the best job boards to use to find it.

**Salary Negotiations** 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 attempt it.

**Technology and Job Search** New technology can be a useful tool in your job search. Learn how to use it effectively.

**Workplace Values** Explore your personal values and determine organizational fit for potential job satisfaction.

**Generations@Work! Skills Lab** Topics vary each week.

Connect with a Career Services Advisor - <https://bit.ly/3ITiuGu>



@adworks303



Arapahoe/Douglas Works!

