

December 2023 A/D Works! Workshops

Registration in Connecting Colorado is required to attend all workshops.

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Grey shaded events are In-Person Only

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				1 LinkedIn 9am - 11am Conflict Transformation 10:30am - 12:00pm Resumes 2pm - 4pm
4 Interviewing 9am - 11am	5 3 Keys to Difficult Transitions 10:30pm - 12pm Resumes 2pm - 4pm	6 Financial Literacy 1pm - 2pm Discovering A/D Works! 2pm - 3pm Job Seekers Networking Session 2pm - 4pm	7 Skills Lab: Interview Mastery: Tackling Tough Questions with Confidence 9am - 10:30am Overcoming Job Loss 10:30am - 12pm Discovering BAC 2pm - 3pm Resumes @ Altura 2pm - 4pm	8 Microsoft Windows 9am - 11am Career Kick Start 9am - 11pm Positive Psychology 10:30am - 12pm Connecting Colorado 2pm - 4pm
11 Discovering A/D Works! 9am - 10am	12 Growth Mindset 10:30am - 12pm Interviewing 2pm - 4pm	13 Resumes 9am - 11am Job Seekers Networking Session 2pm - 4pm Career Exploration @ Altura Plaza 2:00pm - 3:00pm	14 Skills Lab: Empowerment & Confidence Building Through User-Friendly AI 9am - 10:30am Interviewing @ Altura 9am - 11am Disrupting Ageism 10:30am - 12pm	15 Microsoft Word Part 1 9am - 11am Job Boards 9am - 10am Emotional Intelligence 10:30am - 12pm Ageless Career Search 2pm - 4pm
18 Salary Negotiations 9am - 11am Resumes 2pm - 4pm	19 Navigating Stress 10:30am - 12pm Career Exploration 2pm - 3pm Workplace Values 2pm - 4pm	20 Financial Literacy 1pm - 2pm Interviewing 2pm - 4pm Job Seekers Networking Session 2pm - 4pm	21 Skills Lab: Mastering Age-Neutral Resumes and Interviewing 9am - 10:30am Personal Finance After Job Loss 10:30am - 12pm	22 Microsoft Word Part 2 9am - 11am Overcoming Job Loss 10:30am - 12pm Career Reinvention 2pm - 4pm
25 Office Closed	26 Office Closed	27 Resumes 9am - 11am Discovering BAC @ Altura Plaza 2:00pm - 3:00pm	28 Interviewing 9am - 11am LinkedIn 2pm - 4pm	29 Discovering A/D Works! 9am - 10am

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. This workshop will help us 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.

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.

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

Conflict Transformation In gatherings for work or socializing, conflicts may arise. This workshop examines how conflicts develop and identifies practical approaches to conflict prevention and management.

Connecting Colorado Explore Connecting Colorado's website and learn how to use it as a job board, create a profile that targets the job openings you are looking for, and connect to workshops presented throughout the state.

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.

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

Disrupting Ageism Learn to recognize ageism and develop strategies to counter ageist stereotypes in the job search. Identify ageist self-talk, and develop career-enhancing skills that communicate self-confidence, value teamwork, and support collaboration across age groups.

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

Growth Mindset in this workshop we will discuss the concept behind Carol Dweck's research, explore ways to respond to everyday challenges and demands using a growth mindset lens, and provide language to help reshape the way we speak and think.

Interviewing This workshop looks at the preparation required before an interview and gives insight into different types of interviews including panel, and telephone.

Job Seekers Network attend a session of the Job Seekers Network where you can connect with fellow job seekers to share valuable advice, career opportunities, and connections.

LinkedIn 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.

Navigating Stress Learn a range of evidence-based techniques and strategies to help manage stress and improve overall well-being. We will explore identifying stressors and creating a self-care routine that will empower participants.

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

Positive Psychology We will discuss thoughts, feelings, and behaviors, focusing on strengths instead of weaknesses. Discover how skills can be developed with effort and are not limited by intelligence. Understand how our thinking directly influences success.

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.

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.

Workplace Values Explore your personal values and how to use that information to determine organizational fit and potential job satisfaction.

Skills Lab Emphasize expertise over age in your resume and tackle tough interview questions. Topics vary each week.

- December 7th: Interview Mastery: Tackling Tough Interview Questions with Confidence
- December 14th: Empowerment and Confidence Building Through User-Friendly AI
- December 21st: Mastering Age-Neutral Resumes and Interviewing

