

Webinars for Job Seekers

Position yourself to stand out in today's competitive job market with insiders' secrets to a successful search. This series of 1-hour webinars will tell you what you really need to know to land the job you want. Enroll in any or in all of them.

Identify Your "Best Job Fit" BUSC2435

Whether you are seeking a job in a familiar industry or exploring alternative careers, this webinar will help you explore your "best job fit." This webinar will show you how to:

- assess your skills, abilities, interests and values and match your profile to career options
- identify your transferable skills – competencies you have developed that you can apply to any number of jobs
- review career assessment resources

Course Contact/Clock Hours - 1 hrs.

Fee: \$29

Textbook/materials included.

69551	Th	Jan 21	12:00 PM – 1:00 PM	Webinar Online
69553	Th	Apr 8	12:00 PM – 1:00 PM	Webinar Online

Powerful Communication Skills BUSC2438

Effective communication skills are essential for optimal networking and successful interviews. This webinar will show you how to:

- market your personal brand
- actively listen
- use and read body language (non-verbal communication) to your advantage

Course Contact/Clock Hours - 1 hrs.

Fee: \$29

Textbook/materials included.

69559	Th	Feb 11	12:00 PM – 1:00 PM	Webinar Online
18077	Th	Apr 22	12:00 PM – 1:00 PM	Webinar Online

Strategic Resumes BUSC2437

The primary purpose of a resume is to market your skills and accomplishments in a way that will secure an interview. This webinar will show you how to construct a resume that stands out. At its conclusion, you will be able to:

- identify types of resumes and choose the format that is best for you
- write a clear objective and a powerful profile summary
- write "WOW" statements that match specific job requirements
- write a convincing cover letter

Course Contact/Clock Hours - 1 hrs.

Fee: \$29

Textbook/materials included.

69557	Th	Feb 25	12:00 PM – 1:00 PM	Webinar Online
18076	Th	May 6	12:00 PM – 1:00 PM	Webinar Online

Networking That Gets Results BUSC2436

Experts report that 60-70% of jobs are found through networking. This webinar demonstrates how to build and use a powerful network to land your ideal job. At the conclusion of this webinar, you will be able to:

- identify your network
- develop a networking plan
- conduct a networking meeting

Course Contact/Clock Hours - 1 hrs.

Fee: \$29

Textbook/materials included.

69554	Th	Mar 11	12:00 PM – 1:00 PM	Webinar Online
69556	Th	May 20	12:00 PM – 1:00 PM	Webinar Online

Interview With Confidence BUSC2439

Preparation is the key to mastering the interview. This webinar addresses the interview process. Topics include:

- interview preparation
- know what employers really look for
- understand the interview format
- responding to difficult questions

Course Contact/Clock Hours - 1 hrs.

Fee: \$29

Textbook/materials included.

69561	Th	Mar 25	12:00 PM – 1:00 PM	Webinar Online
18078	Th	Jun 3	12:00 PM – 1:00 PM	Webinar Online

