Online Professional Workshops

CareerSource Broward’s professional workshops are available at NO COST. The workshops are designed to help keep you competitive in your search for employment and are taught by certified workforce professionals with you in mind. Presentations cover a variety of topics, including résumé writing, interview tips, social media, and more. These workshops are currently being presented as live interactive webcasts using the Zoom platform. Here are the workshops that we offer:

Résumé Preparation
In this workshop, you will learn different résumé styles, as well as the importance of using keywords in your résumé and what hiring managers respond to most. Workshop topics include: résumé style options and benefits, the importance of keywords, and presenting your skills on a résumé.

Telephone Interview Skills
Discover the most effective ways to promote yourself and professionally showcase your knowledge to get the results you want. Workshop topics include: examining common interview questions, promoting yourself, researching companies, and setting a positive impression.

Video Interview Skills
Learn and understand how to do a video interview and what to expect from commonly used interview platforms such as Hirevue, Jobvite, VidCruiter, and more. You will receive tips and techniques in how to be successful in a video interview.

Preparing for a Successful Job Search
This workshop is all about helping you become employed in your next right job. Preparation is key! Workshop topics include: defining your career goals, developing your plan of action, and preparing the job search strategies you need for success.

Essential Job Search Tips
This workshop will explore the things you need to know and do to help you organize a successful job search. Workshop topics include: maximizing your opportunities, knowing your value, and the importance of following up. Create a proactive approach to your success!

(More workshops listed on the back of this document)

If you are interested in attending any of the above online workshops, please visit: https://CareerSourceBroward.com/Career-Seekers/OnlineWorkshops

Find Us On: 

An equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.
The initiative referenced by this flyer is paid for by 100% federal funds through a grant totaling $3,128,279.
Workshops Continued

Networking: the Power of People
Discover the importance of including PEOPLE in your job search. Networking is the most effective way to get a job, keep a job, and advance in a job. Learn how to develop connections for support and information that will move you forward to employment and overall career success.

Job Search Methods That Work
This workshop will identify effective methods you can use to find jobs online and offline. Topics include: finding the decision-makers, writing cover letters, and using multiple ways to approach your job search. Make things happen!

Social Networking Online
Get pointers on using social media to search for jobs, find decision-makers, and make new career connections. Workshop topics include: using social media to network, creating a profile online, building relationships, and job searching through LinkedIn.

Smart Money, Smart Moves
This workshop highlights simple strategies to manage personal finances. Workshop topics include: taking steps to assess financial behavior, creating a practical spending plan, building savings, and finding affordable banking options.

Ditch Debt, Retire Richer
This workshop discusses credit, debt, and how to make wise choices for your stronger financial future. Workshop topics include: how to generate assets, ways to reduce debt, and planning for retirement.

Soft Skills: Getting & Keeping the Job
Many of the most important skills needed in today’s workplace are those that help us communicate, work well with others, manage time and resources, or adapt to change. This workshop will review the importance of the skills needed to get and keep a job.

TORQ (Transferable Occupation Readiness Quotient)
Learn how to use TORQ, an online software program that assesses your skills, compares them with other occupations that require similar skill sets, performs an analysis that shows you how close the skills matches are, and recommends additional training options.

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