

# Career Workshop #5: Discussion Topic Night

Tonight we have five concurrent discussion topics of 45 minutes each, so you will have an opportunity to attend two of them. These are meant to be very hands on so bring your questions for the facilitators, actively participate in the discussions, and be open to suggestions from other attendees as well.

The topics are:

## **1) Resume Building – Jay Parks**

Learn how to use electronic and written materials to "market" yourself. Please bring a copy of your current resume if you want a critique, or come to learn from other's examples.

## **2) Improving Communication with your Spouse/Family – Eric Daugherty & Jen Knebel**

Discuss challenges in difficult conversations, tools to assist in conflict resolution, and tips on how you can bring positive change in a time of great stress.

## **3) Improving Action Plans – Tommy Richardson**

Review the actions and attitudes needed for a successful career transition, and developing your personal mission, vision, goals and action plan to meet your goals. Please bring any workshop materials from the third session, or anything you have created to define your goals and action plans for refinement and discussion.

## **4) Strengths Assessment – Chris Arnold**

Clarifying "Strengths Assessment" test results to understand how to aid a career transition, and communicate your gifts and talents to a prospective employer. Bring any test results you have from previous employers or other efforts, and the two page template from Week #1.

## **5) Marketing and Selling Yourself and Overcoming Barriers to Networking – Craig Edlin & Chris Jackson**

Job transitions force us to "market" and "sell" ourselves to prospective employers. The challenge is that many of us are not formally trained or skilled in these activities! This workshop will cover the basics of marketing and selling – and how they can be applied to create a successful career search. Networking is one tool and can be especially daunting for many of us. For attendees that are already trained in marketing and selling, this session will serve as a review.

We will have a 10 minute recess to finalize conversations and grab a cup of coffee between the two 45 minutes discussion sessions. Please be available for the second round of discussions to begin promptly. We will then gather together to discuss future refinements to the workshop series and close at 9:00pm.