

College Success = Career Success Workshops

The **CASE Program** at LBCC offers **Free** College & Career Success Workshops. These workshops will teach you how to create an effective resume and cover letter, find job openings, prepare for interviews, and become a valued employee. Workshops are open to all students on a drop-in basis. Join us and begin preparing for *your* career success today!

Your Investment Part 1: Knowing Your Barriers and Strengths

Tuesday, October 8, RCH-116 (Red Cedar Hall), 11 am – 12 pm or

Wednesday, October 9, CC-211, (Calapooia Center, Fireside Room), 2 – 3 pm

College is a huge investment in money, time, and resources and believe it or not you are the biggest asset to your success when you recognize your own personal barriers. “Knowing Your Barriers and Strengths” is the first session of a two part workshop designed to help you to identify and create strategies to overcome personal barriers to your college success.

Your Investment Part 2: Learning Styles and Time Management

Wednesday, October 16, RCH-116 (Red Cedar Hall), 2 – 3 pm or

Thursday, October 17, RCH-116 (Red Cedar Hall), 1 – 2 pm

If time is money and college costs money, why not make the most of your investment? “Learning Styles and Time Management” is the second part of the “Your Investment” series and is designed to help students identify their learning style and to create learning strategies that will maximize their time and success.

Creating Powerful Resumes

Tuesday, October 22, RCH-116 (Red Cedar Hall), 11 am – 12 pm

Want a job? Resumes are an employer’s snapshot of who you are and what you can offer them. Employers want employees who are ready for the job and need to know within seconds if they have the right fit or not. With such a small window to showcase your skills, experience, and training, there is little room for failure but a world of possibilities. “Creating Powerful Resumes” covers how to navigate the gray areas of what is expected and required in creating a winning resume.

Cover Letter Essentials

Wednesday, October 23, RCH-116 (Red Cedar Hall), 2 – 3 pm

On average, employers spend no more than 20 seconds reviewing a resume, and at the most 60 seconds examining an application. How do you get more than a passing glance? “Cover Letter Essentials” addresses how to create an eye-catching and powerful document that can help you get your foot in the door with an employer.

This workforce solution was funded by a grant awarded by the U.S. Department of Labor’s Employment and Training Administration. The solution was created by the grantee and does not necessarily reflect the official position of the U.S. Department of Labor. The Department of Labor makes no guarantees, warranties or assurances of any kind, express or implied, with respect to such information on linked sites, and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership. LBCC was awarded \$1,170,571 in grant funds.

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Cover Letter Essentials

Wednesday, November 6, RCH-116, (Red Cedar Hall), 2 – 3 pm

On average, employers spend no more than 20 seconds reviewing a resume, and at the most 60 seconds examining an application. How do you get more than a passing glance? “Cover Letter Essentials” addresses how to create an eye-catching and powerful document that can help you get your foot in the door with an employer.

Creating Powerful Resumes

Thursday, November 7, CC-213 (Calapooia Center, Vineyard Room), 1 – 2 pm

Want a job? Resumes are an employer’s snapshot of who you are and what you can offer them. Employers want employees who are ready for the job and need to know within seconds if they have the right fit or not. With such a small window to showcase your skills, experience, and training, there is little room for failure but a world of possibilities. “Creating Powerful Resumes” covers how to navigate the gray areas of what is expected and required in creating a winning resume.

Successful Interviews – How to Land the Job

Tuesday, November 12, CC-213, (Calapooia Center, Vineyard Room), 11 am – 12 pm or

Wednesday, November 13, CC-213, (Calapooia Center, Vineyard Room), 2 – 3 pm

The resume and cover letter are only part of the equation in your job search. Come and discover what employers are really looking for in a successful candidate. “Successful Interviews” explores how to prepare for an interview, what to expect in an interview, common interview questions, and how to answer difficult questions.

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Equal Employment Opportunity: CASE is a WIA Title I- financially assisted program and is therefore an equal opportunity employer/program which provides auxiliary aids and services upon request to individuals with disabilities by calling 711 or 800.648.3458 TTY.

US Department of Labor: The CASE grant project (\$18,679,289) is 100% funded through the US Department of Labor’s Trade Adjustment Assistance Community College and Career Training program.

