Anne Arundel Community College
Students First

Counseling, Advising and Retention Services
SSVC 222 410-777-2307
www.aacc.edu/advising/

# PATHWAYS TO SUCCESS WORKSHOP SERIES – *FALL 2009*
## *Career Services Workshops*

***Questions? For Arnold Campus/GBTC call 410-777-2307; for Arundel Mills call 410-777-1905***

***Career Exploration and Decision Making***
Come for an overview of the resources available to assist you with the career exploration and decision making process.

| | | | |
|---|---|---|---|
| Tuesday, November 10 | 2:00 p.m. – 3:30 p.m. | Arnold/SSVC 224 | Sturtevant |

***"DISCOVER" Your Best Career***
In this workshop, you will learn how DISCOVER-an online career planning system, can be used to help identify the career that best fits your interests, values, and skills. You will also receive a 'token' which allows you to use the DISCOVER career planning system.

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|---|---|---|---|
| Monday, October 19 | 6:00 p.m. – 7:30 p.m. | Arnold/SSVC 224 | Sturtevant |
| Thursday, November 12 | 5:30 p.m. – 7:00 p.m. | Arnold/SUN 204 | Downs |
| Saturday, November 21 | 11:00 a.m. – 12:30 p.m. | Arnold/SSVC 224 | Downs |

***Help! I'm Still Undecided! Finding a Career That Matches Your Skills and Interests***
Take the Self-Directed Search (SDS), career inventory and discover how your interests and skills impact career choice.

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|---|---|---|---|
| Wednesday, October 21 | 2:30 p.m. – 4:00 p.m. | AMIL 110 | Sturtevant |
| Monday, November 9 | 6:00 p.m. – 7:30 p.m. | Arnold/SSVC 224 | Sturtevant |

***Resumes for Federal Jobs***
Resumes used to apply for jobs in the federal government are different than private sector resumes. In this workshop you will learn the basics of writing a federal resume.

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|---|---|---|---|
| Tuesday, November 10 | 5:30 p.m. – 7:00 p.m. | AMIL 109 | Goeden |
| Tuesday, November 17 | 6:30 p.m. – 8:00 p.m. | Arnold/SUN 204 | Goeden |

***Career Opportunities in the Federal Government***
The federal government is the largest employer in the greater Washington area and offers career opportunities in a wide range of occupations. Yet, federal employment has a unique set of advantages and disadvantages. In this workshop you will learn about federal employment and federal job hunting.

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|---|---|---|---|
| Tuesday, November 3 | 6:30 p.m. – 8:00 p.m. | Arnold/SSVC 224 | Goeden |
| Tuesday, November 10 | 4:00 p.m. – 5:30 p.m. | AMIL 110 | Goeden |

***Job Shadowing for Career Exploration***
Do you want to confirm your choice of major/career? Do you want to arrange job shadowing or an internship? Do you need to expand your network of professional contacts? All of these can be achieved through information interviewing. An information interview is a half hour meeting with a professional that allows you to ask questions about their occupation. This workshop will give you step-by-step guidance for arranging and conducting information interviews with confidence.

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|---|---|---|---|
| Wednesday, October 28 | 11:00 a.m. – 12:30 p.m. | Arnold/SSVC 224 | Goeden |
| Tuesday, October 27 | 6:30 p.m. – 8:00 p.m. | Arnold/SUN 204 | Goeden |

## MAJOR MANIA

- **Investigate various majors by speaking with faculty from academic departments.**
- **Explore career opportunities related to AACC majors.**

***Arnold Campus – Thursday, October 22, 2009 Dining Hall 11:00 a.m. – 2:00 p.m.***

**Notice of Nondiscrimination: AACC is an equal opportunity, affirmative action, Title IX, ADA Title 504 compliant institution. Call Disability Support Services, 410-777-2306 or Maryland Relay 711, 72 hours in advance to request most accommodations. Requests for sign language interpreters, alternative format books or assistive technology require 30-day notice. For information on AACC's compliance and complaints concerning discrimination or harassment, contact Karen L. Cook, Esq., federal compliance manager, at 410-777-7370 or Maryland Relay 711.**

# PATHWAYS TO SUCCESS WORKSHOP SERIES – *FALL 2009*
## *Employment Services Workshops*

***Questions? For Arnold Campus/GBTC call 410-777-2307; for Arundel Mills call 410-777-1905***

***Get Savvy With Your Job Search***
Take control of your job search. There's more to the job search than looking for ads in the newspapers or on the internet. Become proactive! Get a quick overview of how to navigate a competitive and complex job market.

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|---|---|---|---|
| Wednesday, December 2 | 5:30 p.m. – 6:30 p.m. | Arnold/SSVC 224 | Boreland |

***Resume Magic***
Hear what employers are looking for on a resume. We will show you how to identify key skills and how to present information on your education, work and other experiences.

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|---|---|---|---|
| Monday, November 9 | 5:30 p.m. – 6:30 p.m. | GBTC 207 | Kasinof |
| Tuesday, December 1 | 5.30 p.m. – 6:30 p.m. | Arnold/SSVC 224 | Boreland |

***Ace your Job Interview***
Remember, you will not get a second chance to make a first impression. Hear how you can set yourself apart from hundreds of other job seekers. Master the different phases and types of interviews and connect with the employer.

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|---|---|---|---|
| Thursday, October 29 | 6:30 p.m. – 7:30 p.m. | Arnold/SSVC 224 | Boreland |
| Monday, November 2 | 4:00 p.m. – 5:00 p.m. | AMIL 301 | Boreland |
| Tuesday, December 8 | 5:30 p.m. – 6:30 p.m. | Arnold/SSVC 224 | Boreland |

***Negotiate Your Way to Career Success***
Learn how to convert your knowledge, skills and abilities into a great benefits package. Learn to negotiate your salary and maximize your earning potential.

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|---|---|---|---|
| Monday, October 19 | 3:30 p.m. – 4:30 p.m. | Arnold/SSVC 224 | Boreland |
| Thursday, December 3 | 5:30 p.m. – 6:30 p.m. | Arnold/SUN 204 | Boreland |

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