

Workshop Descriptions

Career Planning- This workshop helps you recognize your interests, aptitudes and abilities and uses that information to help you identify your dream job. You will research career options and be guided through a step-by-step process to establish an employment plan designed to help you reach your employment goals. Completion of CASAS is required prior to attending this workshop

CASAS Assessment- The Comprehensive Adult Student Assessment System is a basic reading and math assessment to determine your current skills level.

Job Club- This team oriented workshop is designed to maximize your job seeking efforts by keeping you energized and connected. Job seekers will meet for a 90 minute session to discuss a variety of topics related to interviewing, applications, networking and current events.

Refresher- Employers are eager to hire qualified candidates with strong basic academic skills. Refresher classes are designed to improve your basic math and reading skills to help you succeed.

Interview Strategies Workshop -. This workshop is designed to help you knock your next interview right out of the park! You will learn valuable interviewing strategies to help you prepare for your next interview, know what to expect during the interview and how to exit that interview on a positive

Basic Computer Training – Don't know how to use a computer? Don't worry. This course is designed for those who have little to no experience using a computer. In this no pressure setting, you will learn basic navigation of the computer keyboard, mouse, email, internet, Microsoft Office Word and be introduced to Delaware JobLink (DJL).

Computer Skills through Job Surfing- This workshop is designed to teach you essential computer skills for your job search. Basic computer skills are helpful to know in going through this workshop.

Job Search Workshop – Want to maximize your job search efforts? Maximize your visibility to employers? Then this is the workshop for you. In this workshop, you will be given a comprehensive tour through the many resources available through Delaware JobLink (DJL) and methods of marketing your profile for maximum visibility. DJL will give you access to a user-friendly job search tool, resume builder, career lattices, training providers, and labor market information. (Basic computer knowledge is required)