SPRING 2016 CAREER WORKSHOPS

Learning + Organizational Development (formerly COrWE), through a partnership with Counseling and Psychological Services and Human Resources, offers free staff career development workshops and career counseling. These services are offered to help staff in building a career on campus by developing a plan to connect personal interests and abilities with career opportunities available at the University. See current schedule: http://hrweb.berkeley.edu/learning/career-development/workshops.

All workshop and registration information can be found at the UCB Learning Center, accessible through the Blu Portal at http://blu.berkeley.edu. Easily find each workshop by using the BECAR### code to search.

Or, register for workshops by clicking on the workshop dates listed on this document.

PRE-REGISTRATION IS REQUIRED.

OVERVIEW:

Introduction to Career Development (BECAR001)
Start here to clarify your career planning needs and learn about campus resources that can help you achieve your career goals at Berkeley. Attendance in this workshop is recommended prior to attending the other career workshops and services.
12:00-1:30pm Date: 3/11

SELF-ASSESSMENT:

Exploring Career Interests with the Strong Interest Inventory* (BECAR101)
The Strong Interest Inventory is used to clarify prominent career and work interests. These themes will be discussed and related to job families and career opportunities on the Berkeley campus.
12:00-1:30pm Dates: 1/25, 4/8
*Pre-work requirements; see details online at the Learning Center.

Assessing Personality Type and Your Career with the Myers-Briggs Type Indicator* (BECAR102)
The Myers-Briggs Type Indicator (MBTI) can help you understand your preferred work style and how it relates to specific careers and work roles. A clearer understanding of these can be beneficial to achieving higher career satisfaction.
12:00-1:30pm Dates: 3/22, 5/2
*Pre-work requirements; see details online at the Learning Center.

Understanding Your Work Related Values (BECAR103)
Identifying and clarifying your most important values is fundamental in career planning. This workshop will focus on clarifying what matters to you most about work and work environments.
12:00-1:30pm Dates: 2/19, 5/24

Identifying Your Vital Skills (BECAR104)
This workshop will focus on helping you identify your skills, including those you enjoy using most and those you would like to develop further in your career at UC Berkeley. Campus resources for learning and/or developing skills will be discussed.
12:00-1:30pm Date: 2/23, 5/5

GOALS AND ACTION:

Taking Action and Moving Forward in Your Career (BECAR201)
Goal setting and decision making strategies will be addressed in this workshop. Staff will clarify specific career-related goals and learn ways of coping with potential obstacles to career development.
12:00-1:30pm Date: 3/3
JOB SEARCH SKILLS:

Marketing Yourself for Your Next Job: Resume Writing (BECAR301)
Create a resume that gets attention and results. Learn how to create documents that showcase your transferable skills and highlight the strengths of your unique work history.
11:30-1:30pm   Dates:  1/28, 4/18

Job Interviewing (BECAR304)
This hands-on workshop gives you tips for acing the interview. This is a great workshop whether you are switching fields, applying for a new position in your current job track, or would simply like some practice sharpening your interviewing skills.
12:00-1:30pm   Date:  2/26

Job Interviewing II: Practice Your Interviewing Skills (BECAR207)
In this supportive small group workshop, you will practice what you learned in the Job Interviewing I Workshop. Walk away with valuable peer to peer feedback to incorporate into your interview repertoire.
12:00-1:30pm   Date:  3/10

Web 2.0 Job Search: Using Technology as your Competitive Advantage (BECAR305)
In this presentation, you will learn the ins and outs of the modern job search. You will learn how maximize technology tools practically in your job search, job applications, throughout the interview process, and salary negotiations.
12:00-1:00pm   Date:  2/3

Social Networking for Power Users (BECAR306)
Details TBA
12:00-1:00pm   Date:  5/20

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