

Skills for Success

Presented by Self Esteem Boston



This workshop series is designed to assist you with getting ready for the job search process. You will learn about the tools and techniques that will help you to build confidence in identifying your skills, deal with emotions, and boost your skills in personal presentation to retain that job once you secure it.

While this is a five- part series, each component, is a stand alone that can enhance your job readiness skills. Each workshop is offered on a Thursday from 2:00pm to 4:00pm. Topic areas include:

Your Career Goals and Career Focus

- Learn the value and importance of goal setting and how to achieve goals

April 9, 2009 & repeated on May 14, 2009

Making Job Search Work

- Learn how to evaluate your alternatives; How to recognize and present your skills

April 16, 2009 & repeated on May 21, 2009

The Emotional Side of Worksearch and Work

- Learn positive attitude assessment; Identifying and overcoming obstacles

April 23, 2009 & repeated on May 28, 2009

Presenting Yourself Effectively

- Learn communication guidelines; and assertiveness skills assessment

April 30, 2009 & repeated on June 4, 2009

Retaining Jobs – Making Them “Stick”

- Learn interactive skills; giving and receiving feedback

May 7, 2009 & repeated on June 11, 2009

JobNet Career Center

210 South Street

Boston, MA 02111

(617) 338-0809

Space is limited - Call to Register

