



FALL 2017 CAREER SERVICES WORKSHOPS

September

- Fri Sep 1: **Resume Building** (9 am-11 am)
- Wed Sep 6: **Crucial Conversations** (2 pm-3:30 pm)
- Fri Sep 8: **Creating an Elevator Pitch** (9 am-10 am)
- Fri Sep 8: **Professional Networking** (10 am-11 am)
- Fri Sep 8: **Effective Job Search Strategies** (11 am-12 pm)
- Fri Sep 15: **Customer Service** (9 am-10 am)
- Fri Sep 15: **Time Management** (10 am-11 am)
- Fri Sep 15: **5 Languages of Appreciation in the Workplace** (11 am-12 pm)
- Fri Sep 22: **Sexual Harassment in the Workplace** (9 am-10 am)
- Fri Sep 22: **FERPA** (10 am-11 am)
- Fri Sep 22: **Stress Management/Body Language Basics** (11 am-12 pm)
- Fri Sep 29: **In-Demand Jobs** (10:30 am-12 pm)

October

- Tue Oct 3: **Team Building** (2 pm to 3 pm)
- Fri Oct 6: **Preparing for Interviews** (9 am to 10 am)
- Fri Oct 6: **Resume Building** (10 am-11 am)
- Mon Oct 9: **Navigating the Career/Apprenticeship EXPO** (10 am-11 am)
- Mon Oct 9: **Soft Skills** (11 am-12:30 pm)
- Wed Oct 11: **Time Management** (8:30 am-9:30 am)
- Fri Oct 13: **Creating an Elevator Pitch** (9 am-10 am)
- Fri Oct 13: **Professional Networking** (10 am- 11 am)
- Fri Oct 13: **Effective Job Search Strategies** (11 am-12 pm)
- Mon Oct 16: **5 Languages of Appreciation in the Workplace** (2 pm-3:15 pm)
- Fri Oct 20: **Customer Service** (9 am-10 am)
- Fri Oct 20: **Time Management** (10 am-11 am)
- Fri Oct 20: **5 Languages of Appreciation in the Workplace** (11 am-12 pm)
- Fri Oct 27: **Sexual Harassment in the Workplace** (9 am-10 am)
- Fri Oct 27: **FERPA** (10 am-11 am)
- Fri Oct 27: **Stress Management/Body Language Basics** (11 am-12 pm)

November

- Fri Nov 3: **True Colors-Discover Your Personality** (10 am to 11 am)
- Tue Nov 14: **Customer Service** (2 pm-3:30 pm)

December

- Tues Dec 6: **Alumni Job Development** (10 am-12 pm)
- Wed Dec 6: **Time Management** (2 pm-3:30 pm)
- Mon Dec 11: **Stress Management** (8:30 am-9:30 am)

SPECIAL EVENTS

- Griffin Gate Aug 1: **Adult Reentry Open House** (11 am-2 pm)
- Career Center Aug 24: **Career Services Open House** (10 am-1 pm)
- Main Quad Oct 11: **Career/Apprenticeship EXPO** (10 am-1 pm)

Workshop RSVP Email:
g-career.counter@gccd.edu

Career Center

Office Hours

Mon	9:00 am - 6:00 pm
T/W/Th	9:00 am - 5:00 pm
Fri	9:00 am - 1:00 pm

(619) 644-7614

www.grossmont.edu/careercenter

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