

# Career Services Workshops

What It's About	When It Is		Where It Is	What You Get
<b>Time Management</b>	Tues., Feb. 7 12:30 to 1:30 pm	Thurs, Feb. 9 6:00 to 7:00 pm	Senate Room 135 Student Center	Effectively manage your time. Become less stressed. Presenter: Dale Williams, LPC
<b>Power Up Your Career Network</b>	Mon. Feb. 13 Noon to 1:00 pm	Wed, Feb. 15 4:00 to 5:00 pm	Senate Room 135 Student Center	Increase your confidence, Save time and energy. Presenter: Laurel Clement, LPC
<b>Strengthen Your Note-Taking Skills</b>	Tues, Feb. 28 12:30 to 1:30 pm	Thurs., March 1 6:00 to 7:00 pm	Senate Room 135 Student Center	Be a better note-taker by listening & other skills. Presenter: Dale Williams, LPC
<b>Solve Problems by Being More Creative</b>	Mon., March 5 Noon to 1:00 pm	Wed., March 7 4:00 to 5:00 pm	Senate Room 135 Student Center	Easy solutions for everyday problems. Fun activities. Presenter: SGA officers
<b>Protect Your Credit</b>	Tues., March 20 Noon to 1:00 pm	Wed., March 21 4:00 to 5:00 pm	Senate Room 135 Student Center	Get specific tools to maintain, protect your credit, and more! Presenter: BEDC counselors
<b>Polish Your Business Skills</b>	Mon., March 26 Noon to 1:00 pm	Wed., March 28 4:00 to 5:00 pm	Senate Room 135 Student Center	Hands-on material to present yourself professionally. Presenter: Laurel Clement, LPC
<b>Insurance Overview</b>	Tues, April 3 12:30 to 1:30 pm	Thurs., April 5 6:00 to 7:00 pm	Senate Room 135 Student Center	Basics on insurance coverage. What happens when you file a claim. How to shop for best product for your needs. Presenter: Celia Molina-Roux
<b>Resume Clinic</b> Includes proofreading your finished resume by appointment and then printing it on quality paper	One-day workshop only Wed., April 11, 4:00 p.m. to 5:00 p.m.		TC 104: Work on resume in the lab	Discover your best resume type and how to use keywords for online job searches. Presenter: Laurel Clement, LPC
<b>Write your resume for the MC Job Fair!</b>				
<b>Midland College Job Fair: Thurs, April 19, 1:00 to 4:00 pm in the Chap Center</b>				
<b>How to Succeed at Work</b>	Tues., April 17 12:30 to 1:30 pm	Thurs., April 19 6:00 to 7:00 pm	Senate Room 135 Student Center	Find out what employers look for in their staff. Presenter: Dale Williams, LPC
<b>How to Finance Your Education</b>	Mon., April 23 Noon to 1:00 pm	Wed., April 25 4:00 to 5:00 pm	Senate Room 135 Student Center	Understand the process and find the resources for you. Presenter: Laurel Clement, LPC

**From the moment you step on campus** we have an interest in helping you transition into college life through employment, career counseling, or with financial assistance for Perkins-eligible students.

## Come Talk to Us!

Our offices are inside the Student Center, room 246—just down the hall from where you register for classes

- Laurel for Career Counseling or Guidance with the Perkins Financial Assistance Programs: 685-5525
- Lupe for Job Placement/Work Study or Job Fair information: 685-4716
- Lulu for Career Center computer lab assistance: 685-5524