

Are you  
**CAREER  
READY?**



Supports students to obtain jobs in their field of interest and empower them with employability skills

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Facilitates career readiness workshops and connects students to internships in their field of interest

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# WORKSHOPS

## Financial Literacy

Utilizes a base income and divides by percentages to give recommended budgetary allotments including housing, transportation, food, communication, etc.

## Job Search

Provides an overview of job search sites that students can utilize to apply for jobs and the Cuyamaca College monthly Job Flash. Discusses resources that are available to students on campus

## Interview Skills & Professional Communication

Promotes self-awareness and professionalism: how to email potential employers, how to dress in an interview, how to answer interview questions strategically, and how to emphasize transferable skills

## Personal Branding & Networking

What do you find when you Google yourself? Would an employer want to hire you? Discusses the importance of professional social media and shares LinkedIn as a platform for networking and recruitment.

## Resume & Cover Letter

Along with a packet full of resources, the workshop exemplifies how resumes and cover letters should be formatted and dives into how to write bullet points for optimal consideration in the application process.

## Soft Skills

Soft skills workshops can be developed specifically based on the skills you are targeting for your students including teamwork and collaboration, self-awareness, and emotional intelligence.