



CAREER DEVELOPMENT TRACK

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SESSION	DATE, TIME & LOCATION	DESCRIPTION
RESUME & COVER LETTER WRITING	Tuesday, Feb. 5 11 a.m 12:30 p.m. S2O3 Student Center Stark State College	This interactive workshop covers the resume and cover letter writing process. Find out the do's and don'ts of effective professional correspondence. <i>90 minutes</i>
JOB FAIR 411	Tuesday, Feb. 12 11 - 12:30 p.m. Main Hall Conference Room 1 Kent State University at Stark	Producing a solid resume and a well written cover letter is a basic requirement for a successful job search. Learn the importance of defining your key competencies to a potential employer and how these documents can serve as your "agent" in the job search process. <i>90 minutes</i>
EARLY CAREER SEMINAR: ESTABLISHING YOURSELF	Tuesday, Feb. 19 11 - 11:50 a.m. Main Hall Conference Room 1 Kent State University at Stark	New workers and recent graduates can learn how to choose benefits, build a budget that accommodates rent and commutes, and understand how and why to start investing to grow money for retirement.
OH THE PLACES WE WILL GO THE ADVANTAGES OF INTERNSHIPS	Tuesday, Feb. 26 11 - 11:50 a.m. Main Hall Conference Room 1 Kent State University at Stark	Don't rely on luck or fate in your career. Professional success is about putting yourself in a position to create numerous opportunities. A great way to start is by getting out of the classroom and into an internship, which exposes you to the day-to-day ups and downs of a profession. Take your experience to the next level by creating a career map for your future success.
YOU'VE GOT SKILLSTRANSFERABLE SKILLS	Tuesday, March 5 11 - 11:50 a.m. M101 Business & Entrepreneurial Studies Center Stark State College	Learn how the strengths and skills you have developed throughout your past academic, volunteer, and employment experiences can transfer with you throughout your career path and become an asset on your resume, in networking conversations and during the interview process. Discover the magic formula that will allow your resume to stand out from your competition by incorporating transfer-rable skills through an easy interactive tool. Practice how to implement a successful strategy to land your dream internship or job!
NETWORKING	Tuesday, March 12 11 - 11:50 a.m. Main Hall Conference Room 1 Kent State University at Stark	Networking is so important when it comes to landing an internship, job or just connecting to other people. Learn some insightful ways about how to make networking a positive experience.
DRESS FOR SUCCESS ON A BUDGET	Tuesday, March 19 11 - 11:50 a.m. M101 Business & Entrepreneurial Studies Center Stark State College	This session will help you design your work wardrobe on a budget. Having a few versatile pieces in your closet can transform any average look into a professional one. Come see how it can be done.
LINKEDIN	Tuesday, March 26 11 - 11:50 a.m. Main Hall Conference Room 1 Kent State University at Stark	LinkedIn is one of today's fastest growing online networking outlets in the professional industry. This session will educate you on the importance of first impressions, why a "selfie" is not the best choice, what online "networking" can do for you now and more!