

Training Schedule – November 2008

(Revised 10/14/08)

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>3</p> <p>9:00 am Membership Meeting</p> <p>10:30 am Guest Orientation</p> <p>12:00 pm Training Team Meets</p> <p>1:00 – 2:30 pm Job Search Workshop (Instructor: Herb Talabere)</p>	<p>4</p> <p>9:30-11:00 am Organizing Your Job Search (Instructor: Dave Williamson)</p> <p>12:00 pm Program Team Meets</p> <p>1:00-4:00 pm Introduction to Accomplishment Statements (Instructor: Dave Williamson)</p>	<p>5</p> <p>9:30 – 11:30 am Job Search Workshop (Using Electronic Sources in the Job Search) (Instructor: Jeff Young)</p> <p>12:00 Membership Team Meets</p>	<p>6</p> <p>9:30-11:30 am Oral Communication Skills (Instructor: TBA)</p> <p>12:00 Marketing Team Meets</p> <p>1:30-3:30 pm Developing Effective Networking Skills (Instructor: Jeff Young)</p>	<p>7</p> <p>9:30-11:30 am Job Circle, Group Panel, job search workshops (Facilitator: Steve Bennison)</p> <p>12:00 Administration Team Meets</p> <p>1:00-4:00 pm Committee work, 40+ tasks, Facility clean up</p>
<p>10</p> <p>9:00 am Membership Meeting</p> <p>10:30 am Guest Orientation</p> <p>12:00 pm Training Team Meets</p> <p>1:30-3:30 p.m. Developing A Competitive Job Search Strategy (BLOCK II Class) (Instructor: Dave Williamson)</p>	<p>11 9:30-11:00 a.m. Organizing Your Job Search (Instructor: Dave Williamson)</p> <p>12:00 pm Program Team Meets</p> <p>1:00-4:00 pm Introduction to Accomplishment Statements (Instructor: Dave Williamson)</p> <p style="background-color: yellow;">6:30-8:30pm Board Meeting</p>	<p>12</p> <p>9:30 – 11:30 am Job Search Workshop (Selling Yourself During Networking Sessions) (Instructor: Dave Williamson)</p> <p>12:00 Membership Team Meets</p>	<p>13</p> <p>9:30-11:30 am Written Communication Skills (Instructor:TBA)</p> <p>12:00 Marketing Team Meets</p>	<p>14</p> <p>9:30-11:30 am Job Circle, Group Panel, job search workshops (Facilitator: Steve Bennison)</p> <p>12:00 Administration Team Meets</p> <p>1:00-4:00 pm Committee work, 40+ tasks, Facility clean up</p>
<p>17</p> <p>9:00 am Membership Meeting</p> <p>10:30 am Guest Orientation</p> <p>12:00 pm Training Team Meets</p> <p>1:00 – 2:30 pm Job Search Workshop (Instructor: TBD)</p>	<p>18</p> <p>9:30-11:00 am Organizing Your Job Search (Instructor: Dave Williamson)</p> <p>12:00 pm Program Team Meets</p> <p>1:00-4:00 pm Introduction to Accomplishment Statements (Instructor: Dave Williamson)</p>	<p>19</p> <p>9:30 – 11:30 am Developing Effective Interviewing Skills (Block III) (Instructor: Steve Bennison)</p> <p>12:00 Membership Team Meets</p>	<p>20</p> <p>9:30-11:30 am Oral Communication Skills (Instructor: TBA)</p> <p>12:00 Marketing Team Meets</p> <p>1:30-3:30 pm Developing Effective Networking Skills (Instructor: Jeff Young)</p>	<p>21</p> <p>9:30-11:30 am Job Circle, Group Panel, job search workshops (Facilitator: Steve Bennison)</p> <p>12:00 Administration Team Meets</p> <p>1:00-4:00 pm Committee work, 40+ tasks, Facility clean up</p>
<p>24</p> <p>9:00 am Membership Meeting</p> <p>10:30 am Guest Orientation</p> <p>12:00 pm Training Team Meets</p> <p>1:30 – 3:30 p.m. Developing A Competitive Job Search Strategy (BLOCK II Class) (Instructor: Dave Williamson)</p>	<p>25</p> <p>9:30-11:00 am Organizing Your Job Search (Instructor: Dave Williamson)</p> <p>12:00 pm Program Team Meets</p> <p>1:00-4:00 pm Introduction to Accomplishment Statements (Instructor: Dave Williamson)</p>	<p>26</p> <p>9:30-11:30 am Effective Negotiation Skills (Block III) (Instructor: Steve Stetz)</p> <p>12:00 Membership Team Meets</p>	<p>27</p> <div style="text-align: center;">  <p>Holiday</p> <p>Have a great Thanksgiving!</p> </div>	<p>28</p> <p>9:30-11:30 am Job Circle, Group Panel, job search workshops (Facilitator: Steve Bennison)</p> <p>12:00 Administration Team Meets</p> <p>1:00-4:00 pm Committee work, 40+ tasks, Facility clean up</p>