



Professional Career Network

A 12-hour training course is offered at no-cost to professionals who meet the criteria for participation.

- **Defining career goals and values**
- **Taking inventory of one's skills**
- **Learning creative job searching tips and resources that produce successful results**
- **Realizing the power of networking**
- **Discovering the hidden job market and finding out how to penetrate it**
- **Developing an effective personal "infomercial" aka elevator speech**
- **Writing winning cover letters and developing creative resumes**
- **Acquiring successful interviewing skills and effective techniques**
- **Achieving salary negotiating strategies and successful tactics**

