



CAREER ADVANCEMENT SERIES

OVERVIEW

The **Career Advancement Series** is a new program designed to empower individuals with the essential skills and knowledge needed to attain their career goals. This series comprises three main components: **Resume Design: Crafting Your Career Story**, **Job-Search Strategies: Designing a Well-Planned Approach**, and **Interview Preparedness: Building Skills and Confidence**. Participants will gain the tools and confidence to stand out in a competitive job market.

SESSION DESCRIPTIONS

- » **Resume Design: Crafting Your Career Story**
Your resume is your professional narrative, your story, and your ticket to the job of your dreams. It's the document that introduces you to potential employers and gives them a glimpse into your qualifications, experience, and what makes you a unique candidate. Learn how to tell your story in a way that makes hiring managers want to schedule an interview so they can learn more!
- » **Job-Search Strategies: Designing a Well-Planned Approach**
A well-structured job search can significantly improve your chances of landing a fulfilling and rewarding career. Without a clear plan and effective strategies, you may find yourself lost in a sea of job postings, struggling to make meaningful connections, and missing out on opportunities.
- » **Interview Preparedness: Building Skills and Confidence**
Interviews are your chance to showcase your qualifications, personality, and fit for a potential role. Being well-prepared not only increases your chances of success but also helps reduce anxiety and boosts your confidence. Once you've gotten the interview, it's time to ensure you feel fully prepared and confident to put your best foot forward.

PROGRAM DETAILS

These highly interactive, two-hour virtual programs will meet via Zoom. Registration is per individual session.

PROGRAM DATES

- » **Resume Design**
 - August 9, 2024 // 12:00pm - 2:00pm ET
- » **Job-Search Strategies**
 - August 16, 2024 // 12:00pm - 2:00pm ET
- » **Interview Preparedness**
 - August 23, 2024 // 12:00pm - 2:00pm ET

REGISTRATION FEE

\$50/session

READY TO BEGIN?

To register or learn more about this program, scan the QR code or visit us online at <https://hrlr.msu.edu/careeradv>



Questions?

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