

# L.E.A.D. Center

Leadership, Excellence, Achievement, & Development

## Fall 2019 Calendar

### Events

- September 12, 10-10:30am - L.E.A.D. Center Opening
- September 12, 11am-2pm - Fall Job Fair
- October 25 - Seasonal Pop-Up Job Fair

### Paid Internships & Apprenticeships

Paid internship and apprentice opportunities are available through the Career and Talent Development office at the nation's top insurance and financial services companies. New opportunities available monthly. Don't miss out on these opportunities to launch a new career! Contact John Thomas for more information.

- Information sessions held on September 5 & 11, October 1 & 9 from 11:30am-1pm in the Community Room

### Capital Career Weeks

Capital Career Weeks are weeks of focused events and workshops on a specific topic. Workshop schedules will be available on the Capital Community College website.

- September 3-6 - Job Fair Preparation, October 14-18 - Career Exploration, November 18-22 - Job Search Strategies

### Free Workshops (Wednesdays @ 2pm)

These free workshops on a variety of career and personal finance topics will be held every other Wednesday in the F.I.R.S.T. Center classroom, Room 319.

- September 18 - Pre-Interview Workshop
- October 2 - Making Your First Budget
- October 16 - Career Exploration
- October 30 - Understanding Credit
- November 13 - Interview Follow-Up
- December 4 - First 30 Days on the Job

### Mock Interview Sessions

Practice your interview technique during these mock interview sessions with HR professionals. Schedule a time with Lisa Knowlton in Room 312 at least the day before.

- September 19, October 24, November 14, December 5

### Resume & Cover Letter Assistance

- Every Monday & Tuesday, 10am-12pm & 1-3pm in the F.I.R.S.T. Center, Room 319

### Workforce & Professional Development

Earn a professional certificate in as little as 8 weeks! Certificates in Certified Nurse Aide, Pharmacy Tech, Social Services Assistant, professional development workshops, and more. Scholarships available for those who qualify.