





Calendar of Events October 2017



Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 CareerSource Youth Program Orientation 9:30am OR 1:00pm <u>Location:</u> CareerSource Kissimmee Office	3 Valencia Advanced Manufacturing Info Session 9:30am Career Center <i>Register in Advance</i>	4 <i>GED Test</i> Job Fair Day at Goodwill October 5 12pm—4pm <i>Various locations</i>	5 Resume & Personal Profile Workshop 9:30am, 10:30am, or 1:30pm Career Center <i>Register in Advance</i>	6 <i>GED Test</i> <div style="border: 1px solid black; padding: 5px; text-align: center;"> Want to receive text message reminders on your cell phone for these events? If so, send a text to 81010 and type the message "@careerctr5". </div>	
8 Need a job? Stop by the Career Center to look at the job board or visit the Career Center section of ALCO's website.	9 CareerSource Youth Program Orientation 9:30am OR 1:00pm <u>Location:</u> CareerSource Kissimmee Office	10 Valencia College Open House Osceola Campus 6pm—9pm	11	12 	13 No School <i>(Teacher Workday)</i>	14
15	16 No School <i>(Teacher Workday)</i>	17 Business Etiquette 9:30am, 10:30am, or 1:30pm Career Center <i>Register in Advance</i>	18 <i>GED Test</i> Ed2go Session Begins (online training)	19	20 <div style="border: 1px solid black; border-radius: 50%; padding: 10px; text-align: center; background-color: #f8d7da;"> Hungry? Stop by The Patio Cafe right here on our campus. Cash only. Open 7am—1:30pm </div>	21
22	23 CareerSource Youth Program Orientation 9:30am OR 1:00pm <u>Location:</u> CareerSource Kissimmee Office	24 Career Pathways Orientation 8:30am, 10:30am, & 1:30pm Building 4	25 <i>GED Test</i>	26 Interviewing & Networking Skills 9:30am, 10:30am, or 1:30pm Career Center <i>Register in Advance</i>	27	28
29	30 CareerSource Youth Program Orientation 9:30am OR 1:00pm <u>Location:</u> CareerSource Kissimmee Office	31 <i>GED Test</i> Happy Halloween! 	<div style="border: 1px solid black; padding: 10px;"> Next Month: Speed Networking Event at ALCO During this event, you will be "speed interviewed" by representatives from multiple companies for 5—8 minutes each. This is a great way to meet and connect with employers and to practice your communication skills. <i>Register in advance in the Career Center.</i> </div>			

DESCRIPTION OF EVENTS

Career Center Services for All ALCO Students *Ongoing*

Visit the Career Center in Building 5 to look at the job vacancy board, get free help with applications, interviewing, resumes, and cover letters. Explore career options, programs of study, technical schools and colleges. Receive assistance with completing financial aid applications. Computers with Internet and Microsoft Office are available. Appointment is not required to see job board, pick up flyers/resource information, and use computers. Appointment may be required to meet one-on-one with a counselor. Hours (*subject to change without notice*) : 8:00am—3:00pm (Monday— Friday)

CareerSource Youth Program Orientation *Every Monday*

CareerSource offers assistance for individuals 16 to 24 years old. Services include: financial assistance for career programs, tuition for ABE/GED classes, cash incentives (up to \$500) for completing a resume, cover letter, mock interviews, and finishing the GED, paid internships, help with transportation and much more. Attend the orientation for more information. Location: 1392 East Vine Street, Kissimmee, FL 34744

Valencia Advanced Manufacturing Information Session *October 3*

Valencia offers advanced manufacturing programs such as Welding, Mechatronics, Assembly Operator/Certified Production Technician, Computer Numerical Control, Production Specialist, Certified Quality Improvement Associate, Transportation Logistics Specialist, and Warehouse Packaging Specialist. Find out about the tuition assistance program through CareerSource of Central Florida. The facility is a few minutes from ALCO. Register in advance.

Job Fair Day at Goodwill *October 5*

Many employers will be present at Goodwill's Kissimmee Job Connection Center (1356 E. Vine Street, Kissimmee) and other locations throughout Central Florida to share information about job opportunities within their company. Stop by Career Center for a complete list of locations and companies attending.

Valencia College Open House *October 10*

Explore the campus and learn about their degree programs, admissions, and financial aid. Informational sessions will be provided regarding enrollment and academic programs, as well as stations featuring student services, learning support services, scholarship resources, student life, clubs and organizations.

Ed2go Session Begins *October 18*

Would you like to learn a new skill? Would you like to get a promotion at work? ALCO has partnered with ed2go to offer hundreds of online courses to improve your career or personal enrichment skills. These affordable classes last 6 weeks and are taken entirely over the Internet. All courses are led by expert instructors. New sessions begin monthly. For a list of courses, start dates, and to register, visit www.ed2go.com/alco. A list is also available in ALCO's Course Catalog.

Career Pathways Orientation *October 24*

All ALCO students who are in ABE, GED, ESOL 4—6, & Academic Skills classes are required to attend one Career Pathways Orientation. During this orientation, you will meet ALCO's counselors and receive information on the following: Career Center Services, Career Exploration, Educational Institutions, Financial Aid, ALCO Events, and Community Resources.

The following workshops are highly recommended for students who are going to participate in the Speed Networking Event in November. However, any student may sign-up.

Resume & Personal Profile Workshop *October 5*

Learn how to prepare a professional resume and how to create a personal profile on LinkedIn. Discover how to creatively express your experience and skills to get noticed. Register in advance.

Business Etiquette Workshop *October 17*

Learn how to interact professionally in a business environment. Get social savvy tips for making a great first impression. Register in advance.

Interviewing & Networking Skills *October 26*

Learn how to express your skills and accomplishments during an interview. Get networking tips to learn how to introduce yourself in 30 seconds or less! Register in advance.