Workshop Facilitator

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WORKFORCE SOLUTIONS
RURAL CAPITAL AREA
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December 2026 Workshops

Schedule subject to change
Please visit our website and Work in Texas for updates.

www.workforcesolutionsrca.com www.workintexas.com

Registration is required for all sessions. Register for workshops by visiting www.workintexas.com

Monday	Tuesday	Wednesday	Thursday	Friday
Please note events are virtual via Microsoft TEAMS You can register for these events at: www.WorkInTexas.com	**1** **10:00 AM – Career Alternatives in Franchise Ownership**	**2** **2:00 PM – Overcoming Employment Barriers**	**3** **10:00 AM – Completing the Application**	**4** **2:00 PM – Build Rapport During an Interview**
7 **10:00 AM – Preparing for the Interview** **2:00 PM – The Art of Networking**	**8** **10:00 AM – Build Your Professional Brand**	**9** **2:00 PM – Find Your Career Path**	**10** **10:00 AM – Effective Resumes**	**11** **10:00 AM – Creating Cover Letters**
14 **10:00 AM – Workforce Solutions 101** **2:00 PM – Effective Resumes**	**15** **10:00 AM – Make Work In Texas Work for You** **2:00 PM – Salary Negotiation**	**16** **2:00 PM – Combat Ageism in Job Search**	**17** **10:00 AM – Showcase Your Skills & Abilities** **2:00 PM – Boost Your Confidence in Job Search**	**18** **10:00 AM – Rock Your LinkedIn**
21 	**22** 	**23** 	**24** **Offices will be closed for the Holidays**	**25**
28 **10:00 AM – Effective Resumes** **2:00 PM – Get a Job Quickly – Market Yourself**	**29** **10:00 AM – Career Transitions at 50 +**	**30** **10:00 AM – Overcoming Work History Hurdles**	**31** 	

Workforce Solutions Rural Capital Area is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.
Relay TX: 711 or 1-800-735-2988 (Voice) or 1-800-735-2989 (TDD).

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Workshop Descriptions

Boost Your Confidence in Job Search – Understanding the right techniques and tools to help you cope with the challenges of job search.

Build Rapport During an Interview – Learn the importance of rapport and how to implement rapport building behaviors. Gain insight into communication techniques to utilize in an interview.

Build Your Professional Brand – Gain insight into why your personal brand is so important in job search while learning about techniques and tools to help build your brand.

Career Alternatives in Franchise Ownership - Understand business ownership options including starting an independent business, buying an existing business, and starting a franchise business, with a deeper dive on franchising. Explore funding options and how to make your best decision in moving forward with a business that is right for you.

Career Transitions at 50 + - Gain awareness of the processes in finding and moving into a new career. Learn how self-assessment & upskilling will assist you in finding employment in all kinds of industries.

Combat Ageism in Job Search – Reinforce the advantages of hiring individuals of all ages. Learn effective job search strategies for individuals in entry-level, mid-career, and beyond. Find out how to write a resume and gain interview tips on reinforcing qualifications and avoiding age discrimination.

Completing the Application – Learn how to fill out job applications to generate more job interviews. Understand how applicant tracking systems are used in the screening process. Learn tips for completing a State of Texas Application.

Creating Cover Letters– Understand the importance of cover letters and learn different formats to enforce your qualifications to land that interview!

Effective Résumés – Tailor your resume to generate more interviews with a customized approach. Know how to showcase your abilities and understand the role of applicant tracking systems.

Effectively Working Remote – Prepare for working remotely by Upskilling with tools used in virtual offices. Resources to apply for remote positions. Gain insight on how to structure your day.

Employability Skills – Understand the skills that are important to employers and how to implement effective communication, teamwork & strategic thinking in the workplace.

Find Your Career Path – Gain the importance of self-assessments on your skills, interests, values, and personality, so you make the best choice moving forward in your career.

Get a Job Quickly – Market Yourself - Learn why it's essential to use innovative marketing and communication tactics to get the attention of potential employers.

Job Search Strategies – Discover ways to find a job faster, understand the importance of networking, and learn how to prepare your "elevator speech" to uncover leads in the job market.

Make Work in Texas Work for You – Where employers and job seekers can connect! Learn about the various tools available to job seekers including labor market information, career assessments, the job search engine, Virtual Recruiter, resume and cover letter builder tools, State of Texas Application, and more.

Overcoming Employment Barriers – Identifying barriers that may impact the ability to gain employment. Develop strategies on how to overcome them. Become aware of community resources.

Overcoming Work History Hurdles – Learn how to address hurdles on your resume and during interview questions and put a positive spin on any past situations you've overcome.

Pivot Your Career – Learn how to make a career pivot that will result in a purposeful change of direction into a new position, field, or industry.

Preparing for the Interview – Understand how to research and prepare for the interview. Practice common and tough questions so that you are prepared and leave a great impression.

Re-Entering the Workplace – Once you receive a job offer, it does not stop there. This workshop will workplace and make the best impression on your first day on the job, how to effectively communicate in the workplace, and staying relevant in the ever-changing workforce while employed.

Rock Your LinkedIn - Stand out and get recruiters to notice you by effectively building a productive LinkedIn Profile to ensure your brand hits its mark!

Salary Negotiation – Salary negotiation is important in the job search process as it involves an applicant communicating their worth once a job offer is made. Learn how to find your labor market value so you can become successful in the negotiation process.

Selling Yourself Virtually – Learn how to sell yourself in a virtual interview by projecting positive energy and leaving a memorable first impression.

Showcase Your Skills & Abilities - Learn how to prioritize your knowledge, skills, and abilities on your applications, resumes and social media to increase your interview prospects.

The Art of Networking - Gain an understanding of the importance of making connections. Learn how to network successfully and strengthen your personal branding to increase your possibilities for job referrals and offers!

Transferable Skills Work Across Industries – Understand how your transferable skills are crucial to your career success and learn which ones are most sought after by employers.

Workforce Solutions 101 – WSRCA serves 9 counties in Texas. Learn about the wrap-around services available for Job Seekers to assist with employment opportunities and possible training. Other programs include services for Veterans, Vocational Rehabilitation, Child Care, and much more.

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