

Career Crash Course



Hall High Students

Learn the secrets of success to discovering job opportunities, preparing for the realities of the workplace, and enjoying a great career.

Program Sponsored by:

HAD2Graduate &

Department of Community Programs

City of Little Rock

(501) 399-3420 • www.LRDCPCares.org

MONDAY APRIL 15

Morning Session • 10:00 AM - 11:30 AM

If All Starts and Ends With You!

Students will reflect on their skills, personal attributes, and goals to determine which career may be the best fit; Complete Personal Pledge to Succeed

LUNCH PROVIDED (in between sessions each day)

Afternoon Session • 12:00 PM - 1:30 PM

Qualities Of A Good Employee

Students will delve deeper into what makes a good employee, positive work habits, and how to make a good first impression.

WEDNESDAY APRIL 17

10:00 AM - 11:30 AM

Learn The Rules

Students will explore basic, fundamental rules and policies of most workplaces.

12:00 PM - 1:30 PM

Time Management & Goal Setting

Students will learn how to become more effective at work through proper planning and goal setting.

FRIDAY APRIL 19

10:00 AM - 11:30 AM

Creating A Successful Resume

Students will learn how to develop an effective resume and cover letter that leads to positive results.

12:00 PM - 1:30 PM

Teamwork and Collaboration

Students will demonstrate collaboration with team members to accomplish work-based challenges.

MONDAY APRIL 22

10:00 AM - 11:30 AM

Working On My Brand

Students will explore the importance of brand management and how to appropriately use social media to support a professional brand.

LUNCH PROVIDED (in between sessions each day)

12:00 PM - 1:30 PM

Exploring Job Options

Students will learn how to figure out what areas they naturally excel in and then look for job opportunities, including various, non-traditional career fields.

WEDNESDAY APRIL 24

10:00 AM - 11:30 AM

Workplace Communication

Students explore behaviors that inflame conflict and behaviors that lead to a resolution.

12:00 PM - 1:30 PM

Interview Do's and Don'ts

Students will learn how to best prepare for the interview experience including what to say and what to wear.

FRIDAY APRIL 26

10:00 AM - 11:30 AM

Mock (or Real!) Interviews

Students review soft skills and participate in a mock interview workshop.

12:00 PM - 1:30 PM

Recollect & Reflect

Students will review and discuss the overall course as well as receive constructive feedback on interviews.

WHERE: Hall High School – CTE Class • 6700 H Street • Little Rock AR 72205

QUESTIONS?: Derrick Rainey – 501.399.3420 or drainey@littlerock.gov

