

# Attainable FUTURES

Contributing Sponsor:



## LEARN TO EARN!

Would you like to learn how to complete a job application, interview for a job or job shadow for a day? If you answered yes to any of these, then you should apply to the Attainable Futures program. Below is the information on the program and attached is the application for participation. **Space is limited so apply today!**

**Final deadline to apply is November 1, 2011.**

Students are encouraged to attend all sessions.

### **Session One – Set Your Sights!**

**January 24, 2012 - 12:30 – 2:30 pm**

**Good Samaritan Health and Wellness Center**

**3551 Highland Avenue, Downers Grove**

- Introductions
- Program goals
- Calendar
- Program rules and expectations
- Goal setting
- Mapping goals
- Communications and conflict resolution

**Next Meeting Preparation:** Provide job application or resume template and ask students to complete.

### **Session Two – Road to Success!**

**February 23, 2012 – 8:30 – 10:30 am**

**DeVry**

**3001 Highland Parkway, Downers Grove**

- Review session one
- Ice breaker
- Public speaking/image
- Create/update job application or resume
- Character development/ethics
- Community service/citizenship

**Next Meeting Preparation:** Final job application or resume

**(Over)**

### **Session Three – Get to Work!**

**March 13, 2012 – 12:30 – 2:30 pm**

**DuPage Workforce Board**

**2525 Cabot Drive, Suite 303, Lisle**

- Review Session two
- Career options
- Interview techniques
- Job search techniques
- Use of social networks
- Expectations for job shadowing
- Questions for job shadowing experience

### **Job Shadowing (optional participation)**

**April – 9:00 am – 2:00 pm – Opportunities are coordinated based on student responses. Transportation and work hours to be determined by the student and mentor.**

### **Session Four – Luncheon – Get Recognized!**

**May 9, 2012 – 11:00 am – 2:30 pm**

**DoubleTree Guest Suites & Conference Center**

**2111 Butterfield Road, Downers Grove**

- Review session three
- Pre-lunch brief
- Conversation and etiquette
- Luncheon recognition
- After lunch debrief