

FY 20 SCHEDULE OF MEETINGS & TOPICS:

Westport Council on Aging. 2nd and 4th Wednesday of the month 1:30 to 4:30 PM

16 Sessions: Fall-Winter/8 Sessions; Winter-Spring/8 Sessions

- 1/ September 11, 2019:
Self-Assessment/Transferrable Skills:
“What Do I Really Want to Do Now that I’m Grown Up?!”
- 2/ September 25, 2019
Developing a Resume
“I Only Have Eyes for You!”
- 3/ October 9, 2019
Creating an Elevator Speech Using Your STARS
“You are a Star! So Tell Me A little Bit About Yourself!””
- 4/ October 23, 2019
Creating a LinkedIn Profile
“Do I Really Know 500+ People?!”
- 5/ November 13, 2019 (Tentative move to October 30)
Using LinkedIn as a Powerful Job Search Tool
“Navigating Your Way to a New Career!”
- 6/ November 27, 2019 (Tentative move to November 13)
Networking 2.0
“You Must Give to Get!”

- 7/ December 11, 2019
Interview Preparation/Strategy
“How Do I Land on the Short List!?!”
- 8/Dec 19, 2019 (Need to discuss this with SK)
Developing a Marketing Plan for Job Search/Is Your Job Search Tool Box Full?
“Plan Your Work and Work Your Plan!”

Winter Break: Dec 23rd 2019 – Jan 10th 2020 (3 Weeks)

- 9/ January 8, 2020
Self-Assessment/Transferrable Skills-ReInvention is Possible:
“ It’s A New Year – Time for a New You”
- 10/ January 22, 2020
Developing a Resume-What Are Recruiters Looking For?
“I Only Have Eyes for You!”
- 11/ February 12, 2020
Creating an Elevator Speech Using Your STARS
“You are a Star! So Tell Me A little Bit About Yourself!””
- 12/ February 26, 2020
Creating a LinkedIn Profile
“Do I Really Know 500+ People?!”

- 13/ March 11, 2020
Using as a Powerful Job Search Tool
“Navigating Your Way to a New Career!”
- 14/ March 25, 2020
Networking 2.0
“You Must Give to Get!”
- 15/ April 8, 2020 (Note: Allyn Gardner unavailable)
Interview Preparation/Strategy
“How Do I Land on the Short List!?!”
- 16/ April 22, 2020
Developing a Marketing Plan for Job Search/Is Your Job Search Tool Box Full?
“Plan Your Work and Work Your Plan!”