



## Career Development Workshop Series

The Career Development Workshop Series is for current employees of Stockton University who are interested in advancement and new opportunities. The workshops will focus on helping employees to understand and successfully navigate the hiring and promotion processes at Stockton and arm them with the tools to strengthen and grow their careers. Employees may attend any or all of the workshops below.

### **Part I: Options & Avenues: Demystifying the hiring and promotional processes at Stockton University**

- This session will focus on understanding the differences in recruiting and hiring processes for different job classifications at Stockton. Differences in unions, benefits, and leave time based on job classification will also be reviewed.
- Upcoming Date:
  - Wednesday, October 12, 2pm-3:30pm, CC MR4

### **Part II: Priming the Pump: Proactive steps to grow your career**

- This session will focus on tips, strategies, and best practices for “putting your best foot forward” in every professional interaction as you prepare for and seek new opportunities. Opportunities to expand your experience and grow your skills will also be discussed.
- Upcoming Date:
  - Wednesday, November 16, 2pm-3pm, CC MR4

### **Part III: Let’s Go!: Preparing customized job search materials**

- This session will focus on tips and best practices for creating an eye-catching resume and drafting customized cover letters.
- Upcoming Date:
  - Wednesday, December 14, 2pm-3pm, CC MR4

### **Part IV: Pulling it All Together: Interviewing for Success**

- This session will focus on how to prepare and practice for job interviews. Tips and resources related to questions to prepare for, questions to ask, ways to practice, and how to follow up will be shared.
- Upcoming Date:
  - Wednesday, January 11, 2pm-3:30pm, CC MR4

Have questions about this series? Contact Christy Cunningham in OHR at [Christy.cunningham@stockton.edu](mailto:Christy.cunningham@stockton.edu)

