



Alameda Recreation and Park Department
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www.alamedaca.gov/recreation



FREE WORKSHOP FOR TWEENS & TEENS

GET A JOB!

HOW TO SUCCESSFULLY ENTER THE WORLD OF THE WORKPLACE

FOR THOSE CURRENTLY IN 6TH TO 12TH GRADES



TUESDAY, APRIL 17, 2018

4:00 P.M. TO 5:30 P.M.

STAFFORD ROOM,

ALAMEDA FREE LIBRARY

1550 OAK STREET, ALAMEDA

CLASS #5756

This interactive workshop is designed to help tweens/ teens put their best foot forward when trying to land a job or volunteer opportunity.

Topics will include:

- Approaching and introducing yourself to prospective employers
- Being professional
- How to best present yourself
- How to interview successfully

This workshop aims to answer the question; what are employers looking for? Furthermore, this workshop will offer tips to set you up for success once you begin your new job.

Get a Job! is being co-led by Shawn Smith and Hallie Fields.

Shawn manages the Tween/ Teen Programs and Special Interest Programs for ARPD; including the Underground Teen Center, Teen Volunteer Programs, Tween Summer Adventure Camp, Friends Connect and Alameda Youth Committee.

Hallie is the Teen Services Librarian at Alameda Free Library. She leads the Teen Advisory Board, supervises teen volunteers, and manages homework coaches.

Questions? Please have your tween/teen contact Shawn Smith at 510-747-7555, or sdsmith@alamedaca.gov. Participants must register to participate. Space is limited.