

UNIVERSITY TRANSITION EMPLOYMENT WORKSHOPS

These workshop options have been created to assist those affected by budget-related reductions-in-force. Please discuss these workshop options with your manager to choose the option which is best for you and the department.

Option 1: Job Seeker Resource Workshop, *Human Resources*, No Cost

Option 2: University Staff Assistance Program, *Career Services*, \$100

Option 3: 3-Month Program, *Alumni Career Services* (degree from any college or University), \$200

Option Name	Program Description / Cost	Program Includes	Online Resources	How to sign up
Job Seeker Workshop, <i>Human Resources</i>	For any current staff or persons affected by reduction-in-force at the University No Cost	(1) two-hour workshop complete with University and community resources, resume writing, employment sites, networking, interviewing tips and techniques.	Employment Websites	Register online: www.hr.utah.edu/training Or Call: 801.585.2300
University Staff Assistance Program, <i>Career Services</i>	For staff <u>without</u> a college degree, not currently a student. \$100.00	Complete with self-assessment tools and (3) ninety-minute workshops focusing on job searching, resumes and interviewing, (1) one-hour individualized career coaching, (1) three-month access to <i>UCareerLink</i> job board	Unlimited access to web based library resources including: <i>Career Liftoff,</i> <i>Careerbeam,</i> <i>UCareerLink</i>	To register call: 801.581.5469 <i>For more detailed information about this program, please call Career Services at 801-581-6186.</i>
3-Month Jump Start Career Program, <i>Alumni Career Services</i>	For staff <u>with</u> a degree from any college or university. \$200.00	Extensive career development including (4) half-day seminars on resumes, interviewing, marketing yourself, social media sites, (2) one-hour individualized coaching sessions.	Unlimited access to web based library resources including: <i>Career Liftoff,</i> <i>Careerbeam,</i> <i>UCareerLink</i> <i>Applicant Search</i> <i>InterviewMastery</i>	To register call: 801.581.5469 <i>For more detailed information about this program, please call Alumni Career Services at 801-581-6995.</i>

If you are currently an enrolled student at the University of Utah, contact Career Services Directly at 801-581-6186.