

# December 2024 SC WORKS MIDLANDS Workshop Calendar

**Register for Informational Session By** Scanning QR Code

OR

<https://www.scworksmidlands.org/workshops>

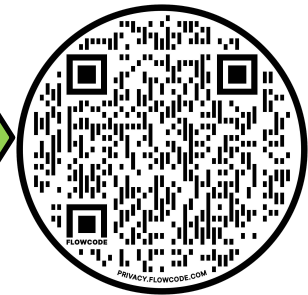
QR Code



## Join a Workshop

Step 1: Scan QR Code Below !

QR Code



Mon	Tue	Wed	Thu	Fri
2	3 MTC Certification Programs In-Person Columbia 10:00am-11:00am	4 How to use the Resume Builder in SWOS Virtual 2:00pm-3:00pm	5 Mastering the Art of an Interview Virtual 10:00am-11:00am	6 SC Works Informational Session (Must Register) 10:00am-11:00am In-Person Winnsboro
9 Level Up Healthcare Academy In-Person Columbia 10:00am-11:00am	10 Introduction to Artificial Intelligence In-Person Columbia 2:00pm-3:00pm	11 How To Utilize Chat GPT In-Person Columbia 10:00am-11:00am	12 SC Works Virtual Informational Session 2:00pm-3:00pm Registration Required	13 SC Works Informational Session (Must Register) 10:00am-11:00am In-Person Winnsboro  Personal Branding In-Person Columbia 10:00am-10:00am
16 Social Media Etiquette In-Person 2:00pm-3:00pm	17 Personal Branding In-Person Columbia 10:00am-10:00am  How to use the Resume Builder in SWOS Virtual 2:00pm-3:00pm	18 SC Works Informational Session (Must Register) In-Person Columbia 10:00am-11:00am  Introduction to Artificial Intelligence In-Person Columbia 2:00pm-3:00pm	19 SC Works Virtual Information Session 2:00pm-3:00pm (Registration Required)  Mastering the Art of an Interview Virtual 10:00am-11:00am	20 SC Works Informational Session (Must Register) 10:00am-11:00am In-Person Winnsboro  MTC Certifications Programs In-Person Columbia 10:00am-11:00am
23 Level Up Healthcare Academy In-Person Columbia 10:00am-11:00am	24 <b>OFFICE CLOSED</b>	25 <b>OFFICE CLOSED</b>	26 <b>OFFICE CLOSED</b>	27
30 Social Media Etiquette In-Person 2:00pm-3:00pm	31 How to Utilize Chat GPT Virtual 10:00am-11:00am	1 <b>OFFICE CLOSED</b>		

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# Workshop Descriptions

# SC WORKS

## MIDLANDS

**\*NEW\* Personal Branding** -This workshop is designed to help you take charge of your personal and professional growth. Through interactive discussions, practical exercises, and proven strategies, you'll gain valuable tools to enhance your self-awareness, build confidence, and set actionable goals. Whether you're looking to improve your time management, boost your self-esteem, or develop a growth mindset, this session will provide you with the insights and techniques to thrive in both your career and personal life.

**\*NEW\* Social Media Etiquette** - The Social Media Etiquette Workshop will teach you how to navigate online platforms with professionalism and respect. Learn the dos and don'ts of social media communication, how to build a positive online presence, and tips for maintaining privacy and security. Perfect for anyone looking to improve their digital footprint and engage responsibly in today's online world!

**\*NEW\* How to Use the Resume Builder in SWOS** -The How to Use the Resume Builder in the SC Works operations system workshop will guide you through the process of creating a professional, polished resume using the SWOS platform. Learn how to input your experience, skills, and education effectively, and discover tips for customizing your resume to stand out to employers. This session is perfect for anyone looking to enhance their job application materials with ease!

**\*NEW\* Level Up Healthcare Academy** -The Level Up Entry-Level Nursing Programs workshop will explore the benefits of completing certifications in PCA (Patient Care Assistant), CNA (Certified Nursing Assistant), Phlebotomy, and CPR training. By acquiring these credentials, you can significantly increase your marketability in the healthcare field, opening doors to higher-paying job opportunities and career advancement. With starting pay at \$17/hr and the chance to make a meaningful impact in patient care, this workshop will help you take the next step toward a rewarding healthcare career presented by Dr. Colette Townsend-Chambersp-

**How to Utilize ChatGPT**—This workshop is designed to introduce you to the capabilities of ChatGPT, an advanced AI language model developed by OpenAI, and teach you how to effectively integrate it into your personal and professional workflow.

**Introduction to Artificial Intelligence** -Unlock the potential of Artificial Intelligence in your job search with this beginner-friendly workshop. Learn how AI tools can streamline your job-hunting process, from creating tailored resumes to optimizing LinkedIn profiles, finding job opportunities, and preparing for interviews. Whether you're new to AI or just looking to enhance your job search strategy, this workshop will provide practical insights and hands-on experience to help you land your next job.

**Mastering the Art of an Interview** -The Mastering the Art of an Interview workshop is designed to help you build confidence and excel in job interviews. You'll learn how to effectively present your skills and experience, answer challenging questions with ease, and make a strong first impression. This interactive session covers everything from body language to interview etiquette, providing you with practical tips and techniques to stand out to potential employers. Whether you're new to interviewing or looking to refine your approach, this workshop will give you the tools to succeed and secure the job!

**MTC Certification Programs** - Whether you're interested in traditional degree programs, short-term certifications, or industry-specific training, Midlands Tech has options to fit your goals. Some of their programs can be completed in as little as 6 weeks, providing you with the skills and credentials needed to jumpstart your career right away. Join us to learn about the various opportunities available, including financial aid options, flexible scheduling, and in-demand fields that will set you up for long-term success. Don't miss this chance to explore how Midlands Tech can help you achieve your educational and professional goals!

**SC Works Informational Session** - Learn and explore the options that may be available to you under the WIOA (Workforce Innovation and Opportunity Act) Federal Program and how to receive possible funding for various certificate programs such as CDL, HVAC, Forklifting, Health Care Training, IT, and more. This In-formational session will also include some of the additional services we provide at SC Works.

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An Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers may be reached using TTY/TDD equipment via the South Carolina Relay Service at 711. For program funding details in compliance with the Stevens Amendment, please visit [www.dew.sc.gov/funding](http://www.dew.sc.gov/funding)