

First Time Job Seeker Roadmap

Are you looking for a clear and effective path to landing that first job? This roadmap accelerates your knowledge and skills to improve your job search and success to starting your career. Quick 5-minute courses waste no time in getting you prepared, noticed and hired.



Exploring Job Opportunities

Finding the right job takes time. These lessons will accelerate your search by providing helpful tips and tricks.

Finding Your Niche

These lessons will help you make the right choices and find the job that is right for you.

Applying for the Job

You found the right job. Now the challenge is to get ahead of the crowd to land that interview. These lessons give you the tools needed to apply for the job.

Preparing for the Interview

You booked the interview! Now learn the tricks to preparing for the interview and landing the job.

Landing the New Job

Get ahead of the crowd and show the employer you are the best person for the job. These lessons will provide important tips to landing the job



Get learning resources and guides on how to land that new job.

This Job Seeker Roadmap provides:

1. 24 Five-minute accelerated lessons
2. 11 "Day-in-the-Life" Career Examples
3. 33 helpful activity guides and resource references

Other courses of interest:

Go Guide Career Path – More focus and emphasis on creating your best career pathway

Webinar Workshops – Build your skills and confidence through live, interactive and engaging workshops – 39 to choose from!

Resources Valued at Over \$600
if purchased separately

30-day Money Back "No Questions Asked" Guarantee
Total Price - \$299.00

First Time Job Seeker Roadmap



Road Map Marker 1: Finding Your Niche

- Plan Your Personal Mission
- Do Your Homework and Exceed Expectations
- 5 Minutes Before You Need to Set Goals
- Develop Your Career Vision
- Finding Your Confidence

Road Map Marker 2: Exploring Job Opportunities

- Day-in-the-Life Examples
 - Automotive Service Technician
 - Civil Engineer
 - Customer Services Representative
 - Massage Therapist
 - Network and Computer Systems Administrator
 - Police and Sheriff Patrol Officer
 - Securities and Financial Services Sales Agent
 - Substance Abuse and Behavior Disorder Counselor
 - Sonographer
 - Electrician
 - Tractor Trailer Truck Driver
- Job Hunting Strategies
- 411 on Labor Market Information
- 5 Minutes Before a Job Fair
- 5 Minutes Before a Networking Event

Road Map Marker 3: Applying for the Job

- Your Job Search, Your Life!
- Upsell Your Job Search
- 5 Minutes Before You Offer Your Resume
- Tailoring Your Resume

Road Map Marker 4: Preparing for the Interview

- 5 Minutes Before An Interview
- 5 Minutes Before an Important Introduction
- 5 Minutes Before You Self Assess for an Interview
- 5 Minutes Before a Phone Interview
- 5 Minutes Before You Have to Look the Part

Road Map Marker 5: Landing the Job!

- 5 Minutes Before a Difficult Question
- Show Your Skills with Examples
- Close the Interview
- 5 Minutes Before You Present in an Interview
- Sign Here – Your Hired!



Road Map Includes

- Activity Guides for Each Lesson
- Step-by-Step Guide on creating a PowerPoint Presentation
- PowerPoint Template to Sell Yourself to an Employer
- Sample Hiring forms and Notification letters

Job Seeker
Accelerator
Roadmaps are
Tested and Proven

Displaced Worker Roadmap

Losing a job is tough. Finding a new job is even more stressful. This roadmap takes you on a path of self rediscovery and confidence in finding and landing your next job. You have the experience and skills. Learn how you can apply them while you reinvent your interviewing and job search skills.



Leveraging Your Network

You have the experience and connections. These lessons will provide tips to leveraging your network to find your next job quicker.

Reassessing Your Career

These lessons will get you on the right track to finding your next job.

Applying for the Job

These lessons provide you the tools you need to present your best self and get you noticed.

Preparing for the Interview

Get the skills you need to be your best during the interview and land the job..

Landing the New Job

Be the best candidate for the job. These lessons provide tips and tricks to becoming the lead candidate for the job.



Get learning resources and guides on how to land that next job.

This Job Seeker Roadmap provides:

1. 5 Interactive Webinars
2. 16 Five-minute accelerated lessons
3. 16 helpful activity guides and resource references

Other courses of interest:

Go Guide Career Path – More focus and emphasis on creating your best career pathway

Webinar Workshops – Build your skills and confidence through live, interactive and engaging workshops – 34 to choose from!

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Displaced Worker Roadmap



Road Map Marker 1: Reassessing Your Career

- **Webinar: I Just Got Terminated, Now What?**
- Embracing Change
- Pivot to Positive
- Lift the Anchor – Set a New Course
- Awakening Your Enthusiasm



Road Map Marker 2: Leveraging Your Network

- **Webinar: Networking Tips for a Changing World**
- Do Your Homework and Exceed Expectations
- It's WHO You Know

Road Map Marker 3: Applying for the Job

- **Webinar: Cover Letter? Why?**
- Tailoring Your Resume
- Being Persistent While Respecting Boundaries
- Intention-directed Communication

Road Map Marker 4: Preparing for the Interview

- **Webinar: Mock Interviewing: Practice for In-Person and Virtual Interviewing**
- Show Your Skills with Examples
- 5 Minutes Before a Difficult Question
- Close the Interview

Road Map Marker 5: Landing the Job!

- **Webinar: I Need to Know the Rules: No Matter Where You Work**
- Sign Here – Your Hired!
- Understanding Unwritten Rules
- Make Limitless Ideas Possible

Road Map Includes

- Activity Guides for Most Lessons
- Step-by-Step Guide on creating a PowerPoint Presentation
- PowerPoint Template to Sell Yourself to an Employer
- Sample Hiring forms and Notification letters

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Veterans Roadmap

Leaving the military is an honor and brings with it many skills. This roadmap leverages these skills to build your next career with pride and confidence. Get the resources and insight to find the right job quickly.



Leveraging Your Skills

You have the experience and skills. These lessons will provide tips to leveraging your experience to find your next job quicker.

Readiness for Employment

These lessons will get you on the right track to finding your next job.

Applying for the Job

These lessons provide you the tools you need to present your best self and get you noticed.

Preparing for the Interview

Get the skills you need to be your best during the interview and land the job..

Landing the New Job

Be the best candidate for the job. These lessons provide tips and tricks to becoming the lead candidate for the job.



Get learning resources and guides on how to land that new job.

This Job Seeker Roadmap provides:

1. 5 Interactive Webinars
2. 15 Five-minute accelerated lessons
3. 15 helpful activity guides and resource references

Other courses of interest:

Go Guide Career Path – More focus and emphasis on creating your best career pathway

Webinar Workshops – Build your skills and confidence through live, interactive and engaging workshops – 34 to choose from!

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Veterans Roadmap

Road Map Marker 1: Readiness for Employment

- **Webinar: Now What Can I Do?**
- Plan Your Personal Mission
- Move Forward or Get Out of the Way
- Showing Your Best Character

Road Map Marker 2: Leveraging Your Skill

- **Webinar: Networking Tips for a Changing World**
- Assessing Your Talent
- Set Your GPS for Success
- Finding a Job Using LinkedIn

Road Map Marker 3: Applying for the Job

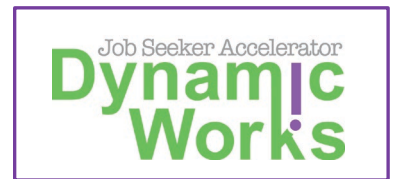
- **Webinar: Cover Letter? Why?**
- Tailoring Your Resume
- Being Persistent While Respecting Boundaries
- Intention-directed Communication

Road Map Marker 4: Preparing for the Interview

- **Webinar: Mock Interviewing: Practice for In-Person and Virtual Interviewing**
- Show Your Skills with Examples
- 5 Minutes Before a Difficult Question
- Close the Interview

Road Map Marker 5: Landing the Job!

- **Webinar: I Need to Know the Rules: No Matter Where You Work**
- Sign Here – Your Hired!
- Understanding Unwritten Rules
- Make Limitless Ideas Possible



Road Map Includes

- Activity Guides for Most Lessons
- Step-by-Step Guide on creating a PowerPoint Presentation
- PowerPoint Template to Sell Yourself to an Employer
- Sample Hiring forms and Notification letters

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Individuals with Disabilities Roadmap

Working with disabilities and finding the right job is challenging. This roadmap provides you the resources and skills you need to successfully navigate the job search and become a valuable employee.



Exploring Job Opportunities

These lessons will provide tips to leveraging your strengths to find your next job quicker.

Overcoming Employment Challenges

These lessons will prepare you for finding the right job and the necessary steps to take.

Applying for the Job

These lessons provide you the tools you need to present your best self and get you noticed.

Preparing for the Interview

Learn the skills you need to be your best during the interview and land the job.

Landing and Excelling at the Job

Learn key skills at Excelling at the job and Proving to Employers you are a Valuable Asset to their Business.



Get learning resources and guides on how to land that new job.

This Job Seeker Roadmap provides:

1. 18 Five-minute accelerated lessons
2. 15 helpful activity guides and resource references

Other courses of interest:

Get Prep'D Work Readiness— Five important topics integral to the success in gaining and keeping a job.

Webinar Workshops – Build your skills and confidence through live, interactive and engaging workshops – 34 to choose from!

**Resources Valued at Over \$500
if purchased separately**

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Individuals with Disabilities Roadmap



Road Map Marker 1: Overcoming Employment Challenges

- Navigating the Disclosure Process
- Self-Advocacy and Accommodations
- Recognizing the Unique You
- Self-Awareness Quest
- Creating Your Career Vision



Road Map Marker 2: Exploring Job Opportunities

- Journey Through Workforce
- Strength-based Approaches
- Interpreting Job Postings

Road Map Marker 3: Applying for the Job

- Tailoring Your Resume
- Being Persistent While Respecting Boundaries
- Intention-directed Communication

Road Map Marker 4: Preparing for the Interview

- Interviewing
- Show Your Skills with Examples
- Close the Interview

Road Map Marker 5: Landing and Excelling at the Job

- Sign Here – Your Hired!
- Understanding Unwritten Rules
- Self Care
- Extreme Customer Service

Road Map Includes

- Activity Guides for Most Lessons
- Step-by-Step Guide on creating a PowerPoint Presentation
- PowerPoint Template to Sell Yourself to an Employer
- Sample Hiring forms and Notification letters

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Justice System Youth Roadmap

Build your skills and confidence by accessing the tools that provides you the insight to reinsert yourself into the workforce.



Get Prepped with Job Readiness Skills

Build your skills in five important areas that employers will value and see you as a viable and valuable employee

Applying for the Job and Preparing for the Interview

Learn the skills you need to present your best self and be your best during the interview.

Beginning Your Re-Entry into Employment

Get started on the right foot by understanding the hurdles you will face and how to effectively address them.

Exploring Job Opportunities

These lessons provide you the insight and skills to finding the best job

Landing and Excelling at the Job

Learn key skills at excelling at the job and proving to employers you are an asset to their business.



Get learning resources and guides on how to land that new job.

This Job Seeker Roadmap provides:

1. 18 Five-minute accelerated lessons
2. 6 Key skill lessons to improve your job readiness
3. 15 helpful activity guides and resource references

**Resources Valued at Over \$500
if purchased separately**

**30-day Money Back “No Questions Asked” Guarantee
Total Price - \$199.00**

Other courses of interest:

Go Guide Career Path – More focus and emphasis on creating your best career pathway

Webinar Workshops – Build your skills and confidence through live, interactive and engaging workshops – 34 to choose from!

Justice System Youth Roadmap

Road Map Marker 1: Beginning Your Re-Entry into Employment

- Re-Entry Disclosure
- Re-Entry Building a Reputation
- Building a Reputation for a Recommendation
- Basic Computer Knowledge 1&2
- Employment Fit
- Re-Entry: You Are Your Best Advocate

Road Map Marker 2: Get Prepped with Job Readiness Skills

- Communication Skills
- Dependability
- Effective Problem Solving
- Remaining Focused on the Job
- Taking Initiative

Road Map Marker 3: Exploring Job Opportunities

- Job Search Strategies for Re-Entry
- Re-Entry Support System

Road Map Marker 4: Applying for the Job and Preparing for the Interview

- Tailoring Your Resume
- Being Persistent While Respecting Boundaries
- Intention-directed Communication
- Interviewing
- Show Your Skills with Examples
- Close the Interview

Road Map Marker 5: Landing and Excelling at the Job

- Sign Here – Your Hired!
- Understanding Unwritten Rules
- Self Care
- Extreme Customer Service



Road Map Includes

- Activity Guides for Most Lessons
- Step-by-Step Guide on creating a PowerPoint Presentation
- PowerPoint Template to Sell Yourself to an Employer
- Sample Hiring forms and Notification letters

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Job Seeker Accelerator

The Tools You Need as a Career Service Professional

Whether you are assisting people in entering or re-entering the workforce, shoring up skills to keep people moving forward or working with special populations, Dynamic Works Institute has easy-to-follow targeted roadmaps of virtual training courses that will make your clients more successful in obtaining and retaining successful employment. Let us help you find the right mix of classes for your needs and put together a package that makes sense for your budget.

Clearly defined job seeker accelerator roadmaps

With over 20 years of workforce development and learning management Dynamic Works Institute has package courses to meet specific client needs. Job seeker accelerator roadmaps are available for:

- First-time Job Seekers
- Displaced Workers
- Workers with Disabilities
- Veterans
- Justice System Youth

All the tools you need to be successful

Dynamic Works Institute can build you customized specific courses to meet your specific requirements or package currently published learning tools into accelerated learning roadmaps. As a service provider you have access to a complete set of learning resources including:

- Activity Guides for most courses for both group and individual programming
- Subscription-based packages with unlimited use
- “Day-in-the-Life” career reviews
- Live On-line interactive Webinars
- One-on-One Live Coaching
- Over 200 published on-line courses to choose from
- Tracking and reporting of your client’s progress

Help your clients get the learning resources and guides they need to land that new job.

Build Your Center’s Capabilities with Unlimited Use Learning Programs

1. Full access to over 160 Five Minute Accelerated Courses on critical topic areas for job seekers
2. Full access to the virtual library of ten in-demand industries including reviews of the “day-in-the-life” within each profession and “on-the-job” basic terminology
3. GoGuide Career Path program for group workshops and individual instruction



Contact us at sales@dwfs.us to get started