

# Life & Career Options Program

WINTER TERM 2008



*The Life & Career Options Program (LCOP) can assist you with:*

- entering or re-entering the workforce
- making a fresh start
- making a job change
- updating job skills
- considering additional education or training

This program will help you build confidence and support your efforts to make a better life for yourself and your family. Learn how to recognize your strengths and abilities and how they relate to the world of work. Caring, personalized support is available throughout the class.

*Topics include:*

- successfully navigating transitions
- evaluating interests and skills
- career planning
- educational planning
- job search techniques
- resume development and interview techniques
- work place success
- developing networking abilities
- job retention skills
- resume and cover letters
- enhancing personal growth and self-esteem

*For more information call:  
Jean DeVenney  
503 657-6958 ext. 5105*

## **Morning option**

### **Life Transitions**

HD-202-01 3 credits \$25

Course registration #153514

Thursdays 9-11:50am

McLoughlin Hall Room 257

Instructors: Jean DeVenney & Casey Sims

Co-requisite: HD-208-01

with

### **Career & Life Planning**

HD-208-01 3 credits \$25

Course registration #153516

Tuesdays 9-11:50am

McLoughlin Hall Room 257

Instructors: Casey Sims & Jean DeVenney

Co-requisite: HD-202-01

## **Evening option**

### **Life Transitions**

HD-202-02 3 credits \$25

Course registration #153515

Tuesdays 6-8:50pm

McLoughlin Hall Room 257

Instructors: Jean DeVenney & Casey Sims

Co-requisite: HD-208-02

with

### **Career & Life Planning**

HD-208-02 3 credits \$25

Course registration #153517

Thursdays 6-8:50pm

McLoughlin Hall Room 257

Instructors: Casey Sims & Jean DeVenney

Co-requisite: HD-202-02