

# THE JOB SEARCH FOR EDUCATIONAL PROFESSIONALS

Johnson State College  
Education Department  
McClelland Hall  
Spring 2007

Presented By:  
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## Workshop Outline

### Part One: Career Development Workshop

**Overview:** This workshop is intended for students in the final semester of their graduate or undergraduate work at Johnson State College. Whether you are searching for your first professional job or changing career paths with ample experience, this workshop will provide you with the necessary basic information to organize your job search. Searching for a job is, in itself, a fulltime job. Tips and strategies for a smooth and successful job search will be discussed.

#### Program:

- I. Welcome and Introductions
- II. Career Development 101: What Every Job Seeker Should Know
- III. Marketing Yourself: Cover Letter and Résumé Basics
- IV. The 21<sup>st</sup> Century Job Search: Using Technology and Networking to Your Advantage
- V. Techniques for Mastering the Interview

### Part Two: Panel Discussion:

**Overview:** This interactive panel discussion will provide participants with an opportunity to ask questions of three school principals and one elementary teacher. The session will start with each panelist providing a brief statement about the hiring process at his or her school, expectations for applicants and interviewees, and suggestions for a smooth job search.

#### Panel of Professionals:

Ms. Merri Greenia, Principal, Wolcott Elementary School  
Mr. Chris Hindes, Principal, Lamoille Union Middle School  
Mr. Richard Kraemer, Principal, Stowe High School  
Ms. Anne Demers, Elementary Teacher, Morrisville Elementary School