



APRIL 2026 WORKSHOP CALENDAR

Monday	Tuesday	Wednesday	Thursday
		1 <i>No Virtual Workshops</i> Federal Bonding (IP) Valencia East 2pm	2
6 Create Resume & Job Search w/AI 10am Enhance Your Interview Skills w/AI 2pm <hr/> Federal Bonding (IP) West 2pm	7	8 Communication Skills 10am Time Management Skills 2pm <hr/> Federal Bonding (IP) Lake 2pm	9
13 <i>No Virtual Workshops</i> Federal Bonding (IP) Osceola 2pm	14	15 <i>No Virtual Workshops</i> Federal Bonding (IP) Valencia East 2pm	16
20 Create Resume & Job Search w/AI 10am Enhance Your Interview Skills w/AI 2pm <hr/> Federal Bonding (IP) West 2pm	21 Federal Bonding (IP) Seminole State College 2pm	22 Communication Skills 10am Time Management Skills 2pm <hr/> Federal Bonding (IP) Lake 2pm	23
27 Navigating a Career Change 10am Conflict Resolution 2pm <hr/> Federal Bonding (IP) Osceola 2pm	28	29 Job Search for Mature Workers 10am How to Negotiate Salary 2pm <hr/> Federal Bonding (IP) Valencia East 2pm	30

WORKSHOP DESCRIPTIONS

Communication Skills: This section will cover techniques for active listening, persuasive speaking, and non-verbal communication. You'll gain practical tools to improve your interactions in both professional and personal settings.

Conflict Resolution Skills: This session will cover techniques for active listening, empathetic communication, and finding mutually beneficial solutions. You'll gain practical tools to handle disagreements constructively and maintain positive relationships.

Customer Service Essentials: Participants will walk away with practical tools to create positive, lasting customer experiences in any industry. Perfect for anyone in a customer-facing role.

Resumes and Job Search w/AI: This session will guide you through leveraging AI to create a resume and job search strategies.

Enhancing Your Interview Skills w/AI: Leverage AI technology to ace your interviews. You'll learn how to use these insights to refine your interview techniques and boost your confidence.

Federal Bonding: Join our IN-PERSON Federal Bonding workshop to learn how the Federal Bonding Program can support your reentry into the workforce. This session will explain the benefits of federal bonding, including how it provides a safety net for employers and enhances your job prospects.

How to Create SMART Goals: Unlock the power of intentional goal setting. SMART goals – Specific, Measurable, Achievable, Relevant, and Time-bound provide a framework to help you focus, stay motivated, and track your progress effectively.

How to Negotiate Salary: This session will cover strategies for researching salary benchmarks, presenting your case confidently, and handling counteroffers. You'll gain practical tips for salary negotiation preparation and negotiation tactics.

Job Search Strategies for Mature Workers: This session covers ageism, resume optimization, and leveraging your experience to stand out in the job market.

Navigating a Career Change: Learn strategies for identifying transferrable skills, exploring new career paths, and crafting a compelling narrative for potential employers.

Time Management Skills: This workshop will equip participants with practical strategies to prioritize tasks, minimize distractions, and maximize productivity. You will also learn about several time management tools to help you schedule your time wisely.

Federal Bonding IN-PERSON Workshop Locations

- **Seminole State College (Seminole Co. Community Hub)** 100 Weldon Blvd, Building C, Room C103, Sanford, FL 32773
- **Lake Office** - Lake-Sumter State College, 9909 U.S. Hwy 441, Building M#29, Leesburg, FL 34788
- **Osceola Office** – Valencia College, 1800 Denn John Lane, CIT Building, Suite 300, Kissimmee, FL 34744 (Parking Lot G)
- **Valencia East (Orange Co. Community Hub)** – Valencia College East Campus, 701 N. Econolockhatchee Trail, Building 4, Room 100 B, Orlando, FL 32825
- **West Office** – 9401 W. Colonial Drive, Ocoee, FL 34761

To Register for VIRTUAL Workshops

Please visit our website to sign up at:

<https://www.careersourcecentralflorida.com/virtual-workshops/>

PLEASE NOTE: We will make every effort to follow the schedule, but dates and times are subject to change depending on circumstances. Thank You.