



HIRING TRAINING SERIES

Master the Skills to Land the Job!

This training series walks participants through the Coast Community College District (CCCD) hiring process, focusing on Golden West College practices but applicable to most organizations. With expert tips, personalized feedback, and practical strategies, these workshops help attendees succeed and stand out.

1

Navigating the CCCD Hiring Process: Mastering Supplemental Questions & Application Strategies

FRI, MARCH 7 | 1:30-2:15PM

Learn the CCCD hiring process, from application to interview, including how to address supplemental questions with an equity lens and showcase your skills to strengthen your application.

3

Interview Success: Excel in Presentations, Writing Exercises, and Skills Tests

FRI, MARCH 28 | 1:30-2:15PM

Learn effective strategies for delivering clear and impactful presentations. Discover essential tips for mastering writing exercises and gain valuable insights into succeeding in skills tests during the interview process.

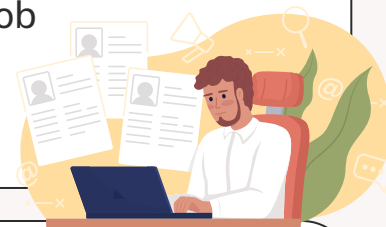


2

Cover Letter and Resume: Tailoring Your Application to Land the Job

FRI, MARCH 14 | 1:30-2:15PM

Learn how to craft impactful resumes and cover letters that align with specific job descriptions, while avoiding common mistakes.



4

Master Virtual & In-Person Interviews with Confidence and Professionalism

FRI, APRIL 18 | 1:30-2:15PM

Learn how to effectively answer interview questions and demonstrate professionalism throughout the process, helping you stand out in the application pool by showcasing your unique skills and knowledge.

5

Mock Interviews: Prepare for Success

MON, APRIL 28 - FRI, MAY 1
BY APPOINTMENT*

Sign up for a mock interview to experience a real CCCD interview scenario in a supportive, low-pressure setting.

Participation in all sessions is not mandatory — attend the session most relevant to you.

Questions? Reach Out: Uyen Tran
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*Appt. calendar and details available in April