



Be enthusiastic in your job search



Upcoming Community

- **Leadership Seminar**
Debra Tate Facilitator
11/8/2013 Friday
Checks & Balances
4 p.m. - 5 p.m.
Business & Career Solutions Center 2424 3rd Street, Lake Charles, LA
Free to youth 16-21
- **Mistletoe and Moss Holiday Market**
11/20/2013 thru
11/23/2013 Wed., 7-10 p.m., Thurs. & Fri 10 a.m. - 8 p.m., Sat. 9 a.m. - 4 p.m.
Lake Charles Civic Center, 900 Lakeshore Drive, Lake Charles, LA
Admission: \$8 per person, \$8 stroller fee
- **WIA Spring Orientation**
12/16/13 Monday
8:30 a.m. or 1:00 p.m.
Business & Career Solutions Center 2424 3rd Street, Lake Charles, LA

In today's competitive job market, you have to stand out from other candidates. If you're interested in a job, you need to show the company just how eager you are about working there. While enthusiasm is important, when does it cross the line into aggressiveness? How many times can you follow up after an interview or apply for jobs within a company before you turn the employer off?

"Job applicants need to remember that HR departments and recruiters have a clear picture in mind of what types of candidates they are looking to hire, and if you are one of them, they will contact you and do so enthusiastically". "If you are not getting a good response, or any response at all, take it as a sigh that for whatever reason, they do not see you as a good fit for the corporate culture of their company. The more aggressive you are...the higher the risk you run of just being put in the annoying category..."

FOLLOWING UP AFTER SUBMITTING YOUR RESUME

The time after you submit your appli-

cation materials can be the most confusing. You may not know whom to follow up with or if your resume has even been seen by anyone. The trick is to pace out your follow-ups by applying the "Rule of Threes," according to certified career coach and corporate trainer Kathleen Brady.

After you submit your resume, it is appropriate to follow up with an email or phone call approximately seven to 10 days and follow up again. If you emailed last time, use the phone this time. If this attempt still gets no response, try once more. If an employer does not respond after three attempts, they are likely not interested.

FOLLOWING UP AFTER AN INTERVIEW

"After you've interviewed at a company, you want to continue to reinforce your interest in the position without going overboard. If possible, use the interview as an opportunity to get an idea of the expected timeframe the employer has for filling the position," says Mary Massed, division

president of recruiting services at insperity. After sending the initial thank-you note, do not follow up again unless requested by the employer or a significant amount of time has passed and it is close to the projected deadline.

GENERAL FOLLOW-UP ETIQUETTE

It is also critical to be professional in your follow-up conversations and emails. Always maintain a friendly, professional demeanor without being overly casual or getting too personal. If sending written communication, avoid overusing exclamation marks or emotions. Thank them and the company and tell them you are excited about the opportunity and look forward to hearing from them in the future.

**BY DEBRA AUERBACH
CAREERBUILDER**

2014 Leadership Seminar

As we all know a new year brings new changes. Following are the new changes that will be implemented in the youth program.

This year the Youth Department hosted monthly seminars for our youth participants and public to attend. Due to

scheduling conflict, the Leadership Seminars will now take place quarterly.

Participants will now receive timesheets on a quarterly basis at the seminars.

The 2014 seminars will be held the last Friday of Jan., April,

July, and Nov., unless otherwise noted.

In the event that you have any questions please, contact Ms. Jonnika Boutte or Ms. Venus DeJean. You may contact them by phone 337-721-4010 or email jboutte@lwia51.com or vdejean@lwia51.com.

Business & Career Solutions Center

2424 3rd Street
Lake Charles, LA 70601

Phone: 337-721-4010
Fax: 337-721-4186

We're on Facebook!

Calcasieu Workforce Center Youth Department

This program is sponsored by the Calcasieu Parish Police Jury, in conjunction with the Workforce Investment Board, and the Louisiana Workforce Commission and funded by the Workforce Investment Act (WIA)



Calcasieu Workforce Center Youth Program

Eligibility Requirements

- Youth — Ages 17–21
 - Resident of Calcasieu, Cameron, or Jeff Davis Parishes
 - Low Income Individual/Family
 - Out of School Youth
- Be in one or more of the following categories
- Basic Skills Deficient
 - Pregnant/Parenting Youth
 - Offender/Ex-offender
 - Behind a Grade Level
 - Youth in Foster Care
 - Individual Requiring Additional Assistance (including youth with disability) to complete an educational program, or secure & hold employment

Comprehensive Youth Services

- Paid & Unpaid Work Experience
- Leadership Development
- Adult Mentoring
- Occupational Skills Training
- Summer Employment Opportunities
- Alternative Secondary School Services
- Tutoring, Study Skills Training
- Comprehensive Guidance & Counseling
- Job Readiness & Job Skills Training as needed
- Supportive Services, including linkages to community services and assistance in areas necessary for success in training and/or employment
- Follow-up Services, 12 months assistance as needed once you complete the program

Calcasieu Workforce Center Youth Department

2424 3rd Street
Lake Charles, Louisiana
Phone: 337-721-4010 ext. 5002 or 5009
Fax: 337-721-4186
Email: CWC_youth@kula51.com



This program is sponsored by the Calcasieu Parish Police Jury, Workforce Investment Board, in conjunction with the Louisiana Workforce Commission and funded by the Workforce Investment Act (WIA)

An Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities and for persons with limited English proficiency.

Sowela Morgan Smith C.N.A. Youth Graduates



The Calcasieu Workforce Center Youth Department would like to congratulate Chasity Boonperm and Hunter Thibodeaux, on completing one milestone of their career journey, C.N.A. at Sowela Morgan Smith. Keep up the good work girls we are so proud of you!

“It’s not that I’m so smart, it’s just that I stay with problems longer.”

~Albert Einstein

