**Golden Beacon USA Fall 2021 Zoom Webinars Outline**

**Sign up at goldenbeaconusa.com/services/orientation-resources-webinars**

**Interviewing Techniques That Will Get You the Job**

**Description**

Your performance during a job interview can make or break your chances of being hired, so in today’s competitive job market, you need to come prepared! In this class, you will learn the three stages of the interview process, the most commonly asked questions and the responses employers are looking for, and how to make yourself stand out, watch your body language, and manage any anxiety in order to land your dream job in no time! This class includes a variety of interactive exercises to allow students to practice their interviewing skills and receive real-time feedback.

**Date and Time**

Wednesday, Sept. 15th, 9am – 12pm

**Cost**

$79/student

**Audience**

This class is intended for those entering the workforce for the first time and working professionals at all stages of their career who want to advance to a new position inside or outside their current organization or are looking to change fields. Class size is limited to 10 students.

**Objectives**

By the end of this class, you will be able to:

* Explain the job search and application process
* Understand the role and requirements of employer and candidate
* Distinguish between different types of interview formats and questions asked
* Complete the tasks associated with each stage of the interview process
* Market yourself by creating a story of your career
* Employ techniques to mentally prepare yourself
* Anticipate and handle common interviewing mistakes
* Practice interviewing techniques
* Explain the steps to take post-interview

**Introduction to Government in the U.S.**

**Description**

The United States is a country built on democracy – a government ‘of the people, for the people, by the people’, to quote one of its most famous Presidents, Abraham Lincoln. As a newcomer to this country, it is vital that you understand how our government carries out these principles of democracy. In this class, you will learn how America came to be a democratic nation, the three levels of American government (federal, state, and local), how elections are carried out, and your responsibilities as a U.S. resident or citizen in the American political system. This class includes a variety of interactive exercises to allow students to test their knowledge!

**Date and Time**

Monday, Sept. 20th, 1pm – 4pm

**Cost**

$79/student

**Audience**

Though this class is intended for newly-arrived immigrants and refugees to the U.S., it is open to all.

**Objectives**

By the end of this class, you will be able to:

* Describe the seven principles of a democracy
* Explain the events that led to America becoming a representative democracy
* Name and summarize the duties of each level of government in the U.S.
* Outline the three branches of the federal government: legislative, executive, and judicial
* Compare and contrast the responsibilities of the House of Representatives and the Senate
* Identify the processes by which leaders are elected in the United States
* Develop a plan to participate in the U.S. political system

**Low-Beginner ESL Class**

**Description**

Learning English is tied to a variety of successful outcomes for immigrants and refugees to the U.S., including more employment and educational opportunities. So start improving your life today by enrolling in our introductory ESL course, taught by experienced TESOL-certified instructor, Laura Marenco! In this class, you will expand your vocabulary with simple words, phrases, and greetings, learn basic grammar and syntax, and practice your speaking and listening skills with the instructor and your classmates to get feedback in real-time!

**Days and Time**

Wednesdays and Fridays, 10am-12:00pm

**Starting**: Wednesday, 9/29 **Ending**: Friday, 12/3 **NO CLASS**: 10/8, 10/13, 10/15, 10/20, 11/24, 11/26

**Cost**

$95/student

**Audience**

Class size is limited to 12 students. This course is intended for immigrants and refugees who:

* Cannot speak, read, understand, or write English or have minimal skills in one or more aspects
* Have limited or no previous education in English and/or their schooling has been interrupted
* May or may not know basic words and phrases such as ‘hello’, ‘thank you’, and ‘My name is…’
* May or may not know the English alphabet or sounds of each letter
* Use gestures to communicate instead of attempting to use English
* Are not required to use or attempt to use English in their everyday lives, such as in the workplace or home, where their native language is spoken or limited or no English is required

**Objectives**

By the end of this class, students will be able to:

* Use a very limited set of strategies to identify a few key words and phrases in oral communications and simple conversation and written texts
* Recognize the meaning of a few frequently occurring words, simple phrases, and formulaic expressions in conversation and written texts about familiar topics, experiences, or events by relying heavily on context, questioning, and knowledge of word structures Actively listen to others
* Participate in short conversations and written exchanges about familiar topics Present simple information and understand and respond to simple questions, including yes/no and wh- (what, where, when, why) questions, with support
* Communicate information, feelings, and opinions about familiar texts, topics, and experiences, with support
* Show emerging awareness of differences between informal and formal language use
* Recall information, with support
* Recognize the meaning of some words learned through conversations, reading, and from being read to
* Use a narrow range of vocabulary and syntactically simple sentences, with support
* Recognize and use a small number of frequently occurring nouns, noun phrases, verbs, conjunctions, and prepositions, with support

**Developing Leaders in the 21st Century Workplace**

**Description**

This 6-week webinar is aimed at developing the leadership competencies of students in both supervisory and non-supervisory roles at their workplaces. By the end of this course, students will have a thorough understanding of what it means to be an effective leader and how to apply such skills to improve their individual workspace and their organization as a whole, thereby increasing its efficiency and productivity.

**Days and Time**

Tuesdays and Thursdays, 1:00pm – 3:00pm for 6 weeks

**Starting**: Tuesday, Oct. 26th **Ending**: Thursday, Dec. 9th

**Cost**

$89/student

**Audience**

Class size is limited to 16 students. This class is not restricted to immigrants and refugees. Intermediate to advanced English skills are required.

**Objectives**

By the end of this class, students will be able to:

* Assess your own leadership capabilities and shortcomings
* Explore various theories and styles of leadership and find the one(s) with which you identify and can apply to your role at work
* Gain an understanding of the key leadership competencies necessary for working in both the public and private sectors of the economy
* Distinguish between the characteristics of effective and ineffective leaders
* Develop tools to handle leadership challenges in the workplace
* Engage in a variety of individual and team-based activities to explore the concept of leadership