# Resources to Advance Careers

### **Unsure of Your Path?**

Talk to our career coaches about career exploration. Together, we'll help you analyze the latest labor market statistics to show you where the jobs are.

### **Need Extra Help?**

Our Career Pathway Specialists will modify programs and workshops for English language learners and those using Disability Support Services.

# "

I am now employed full time with UCI Medical Center. Thank you very much for all of your assistance and the office seminars series."

-Jenny Le, NOCE management student



# Learn More!

The Career Resource Center is open Monday through Thursday, 10 a.m. to 7 p.m.

Contact Us careerhelp@noce.edu 714.808.4717

NOCE NORTH ORANGE CONTINUING EDUCATION



The North Orange County Regional Consortium for Adult Education (NOCRC) is a regional education consortium tasked with helping to expand and improve adult education in North Orange County. Established in 2014 as a result of California legislation AB86, NOCRC is comprised of community colleges, K-12 school districts, county offices of education, and other community partners.

## North Orange Continuing Education Career Resource Center





# Help Is Just a Step Away

We Have the **Resources for Success** 

# **LinkedIn Learning** and Portfolium

North Orange Continuing Education (NOCE), a member of the North Orange County Regional Consortium (NOCRC), opened the Career Resource Center (CRC) to help students achieve their career and job placement goals. In the CRC, you'll find Career Pathways Specialists who can help you research job opportunities in your field, put together an impressive resume, assist with job applications and cover letters, and prepare you for video and in-person interviews. Our goal is to get you on the path to the job you want in the field for which you've prepared.

The Career Resource Center, along with alumni from NOCE, located on the Anaheim campus, is open to all students enrolled at NOCE, as well as students taking classes at Cypress College and Fullerton College who want to improve their employability skills.

Thanks to the NOCE program, I could get a job that I really like. The program helped me a lot by building a great resume to get the job I was looking for. The staff works hard to prepare the students for future opportunities."

-Eder Cabriada. ESL and management NOCE student

In addition to individual coaching, the Career Resource Center hosts guest speakers, workshops, and boot camps to help you with the skills you need for employment. Some of the most recent workshops include:



## **Building a LinkedIn Profile**

Become familiar with the power and services available with this online networking tool.

### **NOCE Career Connect**

Online Job Board to assist students in their job search, application process, and resume assistance.

### **Online Job Searching**



Learn how to use the NOCE Career Connect online job board to search and apply for jobs.

**Developing Employability Skills** Work on skills such as empathy, social

intelligence, stress management, adaptability, and interviewing techniques.

# 

### Come to a Workshop

The Career Resource Center hosts weekly workshops to assist students with employability and soft skills. Students have the opportunity to attend an annual career fair and are recommended to review the companies and do their own research before attending and meeting with prospective employers.

NOCE is now offering LinkedIn Learning, an online educational platform that helps students discover and develop business, technologyrelated, and creative skills through expert-led course videos. Instructors are incorporating LinkedIn Learning into their curriculum.

In addition, NOCE has purchased licenses for Portfolium, an e-portfolio network designed for you to visually showcase the academic and professional work you've completed. You can include your Portfolium in your LinkedIn profile and connect with employers, mentors, educators, and peers from around the world.



**The Career Resource Center** has laptops, printers, and Wi-Fi available for your use. You can work in the Center at any time during our regular hours.