

## Network to Work Meeting

Participant Agenda - May 2022 – 90 minutes

**Topic: Preparing for a Job Interview**

- **To join by Computer – direct link:**

**Meeting Link:** <https://zoom.us/j/91338317857?pwd=REcvK2xVNHBjQXNHbHp1M2duSUUp0Zz09>

**Meeting ID:** 913 3831 7857      **Passcode:** 902219

- **To join via the Zoom website:**

Go to [www.zoom.us](http://www.zoom.us); click on “Join a Meeting”; enter the Meeting ID and Passcode

**Meeting ID:** 913 3831 7857      **Passcode:** 902219

- **To join by Telephone:**

**Telephone call-in number:** 1-646-876-9923    **Access code:** 902219

*(This Zoom number is the best choice if you need to access by telephone.)*

**Toll-Free telephone call-in number: 1-844-801-6666; Access code: 758393**

**USE ONLY IF YOU DO NOT HAVE AN UNLIMITED LONG DISTANCE CALLING PHONE PLAN.**  
*(This isn't connected to Zoom so the sound quality is poor and it is very difficult to unmute to share thoughts and questions.)*

**Meeting schedule:**

• Connecticut –	Thursday, May 12 <sup>th</sup>	1:00 p.m.
• New York – Capital, Central 2, NC 1 -	Tuesday, May 24 <sup>th</sup>	1:00 p.m.
• New York - South Central, Central 1, NC 2 & 3-	Thursday, May 19 <sup>th</sup>	9:00 a.m.
• New York - Western and Rochester -	Tuesday, May 10 <sup>th</sup>	9:00 a.m.
• Maine –	Wednesday, May 18 <sup>th</sup>	1:00 p.m.
• Pennsylvania –	Wednesday, May 18 <sup>th</sup>	9:00 a.m.
• Vermont & NY North Country 4 –	Wednesday, May 11 <sup>th</sup>	1:00 p.m.

**AGENDA TOPICS**

**1. Welcome and Opening Remarks** **5 min.**

**2. Comments from A4TD Field Staff and Participant Sharing** **15 min.**  
Time for Participant sharing

NOTES: \_\_\_\_\_  
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**3. Workplace Safety Video – Hazard Blind Spots** **5 min.**

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**4. Job Readiness Topic – Preparing for a Job Interview** **25 min.**

- See Resource Document
- Q & A and Discussion

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- If you have a current need for assistance in paying for items such as glasses, dentures, uniforms, shoes and other items needed in order to train or secure a job, please let us know as soon as possible as A4TD may have some funds available to help you.
- Please spread the word about SCSEP with people you know. Anyone who wants to know more about SCSEP is invited to attend our **monthly orientation sessions**. They are held on the last Wednesday of every month at 9:00 a.m. The meetings are held on Zoom; go to [zoom.us](https://zoom.us), click on “Join a Meeting” and enter the **Meeting ID** which is **959-0837-0915**. Individuals may also join by - by calling **1-646-876-9923**.

A recording of this presentation is available on A4TD’s website for anyone who wishes to see it but is unable to attend our live sessions. Here is the link: <https://a4td.org/program-orientation-webinars/>

- The June meeting date is \_\_\_\_\_.

## 6. Conclusion of the Meeting

- Share one key point you learned or are taking away from this meeting.

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**Timesheet Reminder:** When recording the Network to Work meeting information on your timesheet:

- In the “# of Hours at Host Agency” column, **enter 2 hours less than your regular schedule;**
- In the “# of Hours at Offsite Training” column, **enter TWO (2) hours.**
- In the “Explanation of Offsite Training Activities column”, write “Network to Work meeting”.
- You can’t train more than 8 hours on any day, even a day with a Network to Work meeting.
- **Remember to print your name and host agency on the top line of the timesheet.**

**How can the A4TD staff help you?**