



The CHARLES M. HOLMES CAMPUS of  
**THE CENTER**

## “Ask the Experts” Panel of Employment Professionals Job Fair Series Workshop

**Wednesday, October 5, 2011  
2:00 PM – 4:00 PM**

**What:** Q & A with a panel of hiring experts regarding *tips, tactics, tools, and techniques* they use in the hiring process.

**When:** Wednesday, October 5<sup>th</sup> from 2:00 – 4:00 PM

**Where:** San Francisco LGBT Community Center

**Why:** In preparation for the Center’s 25<sup>th</sup> Job Fair on Oct. 12th

### **Our Guest Panel of Career Experts:**

TBD

### **Guest Moderator:**

TBD

2:00 – 2:10	MC will introduce our guest panelists
2:10 – 2:20	Panelists will give brief remarks on themselves/role/company
2:20 – 2:40	Panelists will answer pre-selected, job search topic questions
2:40 – 3:00	Panelists will offer <i>tips, tactics, tools, and techniques</i> they use in the hiring process
3:00 – 3:30	Q & A from the audience
3:30 – 4:00	How to Attend a Job Fair Overview - Best Practices for job seekers

Panelists will discuss how professional decision makers go about the business of recruiting, including selecting, interviewing, and hiring the best candidates. Job seekers will learn what experts consider the best sources for great candidates, the weight given to candidate resumes, and the questions typically asked of job seekers during interviews.

### **Panelists will cover:**

Do’s and Don’ts for job seekers  
How to get an interview  
Perceptions regarding diversity and the LGBT workforce  
Where they experts look to find key talent for their job requisitions

Job seekers interested in attending can pre-register by going to <http://jobfair.sfcenter.org>  
This workshop is free and open to all of the public. No food please.

**The San Francisco LGBT Community Center is located at  
1800 Market Street @ Octavia  
San Francisco, CA 94102  
[www.sfcenter.org](http://www.sfcenter.org)**