



# WorkWise Academy

### Description:

This isn't your typical boring professional development program filled with corporate buzzwords and outdated advice. The WorkWise Academy is designed for those who are juggling work, school, and life—and want practical skills that actually matter.

Whether you're in a part-time job, federal work-study, or just getting your career started, this 4-part experience will help you build the soft skills that employers are actually looking for, while staying true to who you are. Don't just show up to work ... work, wise.

### This series is perfect for:

- Work-study students navigating their first professional environments
- Part-time employees balancing multiple responsibilities

### Learning Outcomes:

By the end of the WorkWise Academy, employees will be able to:

1. Demonstrate an understanding of modern professionalism by identifying personal strengths, communication styles, and workplace expectations relevant to part-time roles.
2. Apply emotional intelligence strategies to effectively manage workplace communication, feedback, and conflict with confidence and empathy.
3. Use critical thinking skills to analyze real-world problems, generate solutions, and make decisions in work-related scenarios.
4. Articulate their skills, experiences, and goals in a professional manner through resumes, interviews, and personal branding tools such as LinkedIn.
5. Create a personalized career development plan that outlines next steps for academic, professional, or personal growth.

## Session Titles and Description:

### Session 1: Boss Mode: Own Your Professional Style & Flow With EMCC

Let's be honest — “professionalism” sounds kind of corporate and outdated, but we're flipping the script. In this session, you'll learn how to show up as your best self without losing your authenticity. We'll break down what professionalism really means today, take a self-inventory to assess your current career skills, and dive into how to successfully navigate EMCC's culture. You'll walk away knowing how to build a solid rep, thrive at EMCC, and show up like you belong — because you do.

### Session 1 Options (Attend only ONE) :

- Thursday, September 11th @ 2-3pm
- Monday, September 22nd @ 9-10am
- Friday, September 26th @ 9-10am



## Session 2: Vibe Check: Talk That Talk With Emotional Intelligence

Work and life are full of tricky convos, messy emotions, and situations where you're like, "What even just happened?" This session teaches you how to navigate it all with emotional intelligence. You'll learn to identify your emotions, read others' vibes, manage stress, and keep your cool under pressure. We'll also dive into real-world communication — how to ask for help, handle feedback like a pro, and speak up in ways that get you heard (and respected). No more awkward convos — just confident connections.

### Session 2 Options (Attend only ONE):

- Monday, October 6th @ 9-10am
- Thursday, October 23rd @ 2-3pm



## Session 3: Problem Slayer: Unlock Your Critical Thinking Superpowers

Every job — and let's be real, life too — throws challenges at you. This session gives you the brain tools to face them head-on. You'll learn how to break down problems, think through options, and make smart moves quickly. We'll explore real workplace scenarios where you'll practice analyzing, deciding, and solving like a pro. Whether it's dealing with difficult coworkers, finding faster ways to get things done, or making tough calls — you'll become the go-to person when things get real.

### Session 3 Options (Attend only ONE):

- Monday, November 3rd @ 9-10am
- Tuesday, November 18th @ 2-3pm



## Session 4: Glow Up Grind: Prep for Your Next Big Move

You've got the skills. Now let's get you seen. This final session helps you translate everything you've learned into real-world results. We'll cover resume glow-ups, LinkedIn basics, interview prep, and how to communicate your current opportunity. You'll also build a personal roadmap for what's next. It's your time to shine, and this session will help you take that next step with confidence, clarity, and a little "main character energy."

### Session 4 Options (Attend only ONE):

- Monday, December 1st @ 9-10am
- Monday, December 1st @ 2-3pm



### Eligibility:

To be eligible for program participation, you must meet the following criteria:

- **Employed as a federal work-study or part-time employee at Estrella** at the start of the program in September for the Fall 2025 semester.
- Have **supervisor approval** for program participation.
- Be **committed to attending all 4 programming sessions** during the semester.

### To register:

[go.estrellamountain.edu/WorkWise](https://go.estrellamountain.edu/WorkWise)



Questions? EMCC Career and Transfer Center  
[career.services@estrellamountain.edu](mailto:career.services@estrellamountain.edu)

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