



Presents

A series of brand new training opportunities for supporting services employees that will launch on October 9, 2023. See below for course descriptions. Register on PDO!

Eligible participants will receive SPT-10 pay for attending these training sessions.

## Interviewing for Teaching Positions

In this four-hour in-person session, participants will learn strategies to connect their experience as a paraeducator with interviewing for teaching positions.

This training session's target audience is current paraeducators seeking teaching positions.

**PDO Course 91978** 

## Resume Writing

In this four-hour in-person training session, participants will learn best practices for writing resumes and cover letters as well as how to use MCPS Careers effectively. The target audience for this training session is current supporting services employees.

**PDO Course 91979** 

## <u>Deaf Culture and Communication</u> <u>Strategies</u>

In this two-hour in-person training session, participants will learn about Deaf culture and effective communication strategies for working with Deaf staff and students. The target audience for this training session is current supporting services employees.

**PDO Course 91981** 

## Introduction to Spanish for Front Office Staff

In this two-hour in-person training session, participants will learn some basic school-related phrases in Spanish and communication strategies to promote positive interactions with MCPS families. The goal of this training is not language acquisition. It will focus on effective communication with speakers of other languages, specifically Spanish. The target audience for this training session is current supporting services employees who are the first point of contact for MCPS families.

PDO Course 91980