

Resources for Agency Talent Acquisition / Human Resources Partners

- State of Nebraska Teammate Learning Opportunities - LinkedIn Learning Courses available through the [Employee Development Center](#) (note, courses are available to State Teammates at no additional cost with agency bundle access or \$19 per course per individual without bundle access):
 - [Building a Diverse Professional Network](#)

A diverse network of people with different interests and experiences can help you succeed in your career and in life. In this course, walk through how to build a diverse professional network. Discover tactics for how to make new connections. Find out how to assess your own strengths and areas for improvement. Learn how to identify people who can help you grow and go places where you can meet them. Explore how to establish professional relationships and then nurture your network to maximize its benefits. The instructor, Dr. Shirley Davis, also offers tips and insights on how to handle the unexpected nuances of having a diverse group of contacts.
 - [Align Recruiting with Job Requirements](#)

While a job applicant may look good on paper, there are many factors that contribute to a candidate being a good fit for an organization. Company culture and core values impact your recruiting efforts and results, so obtaining additional information about a role and soliciting input from the hiring authority can help you connect the best candidate with the job. In this course, expert recruiter and trainer Barbara Bruno helps you become a more effective recruiter by showing how to align your recruiting strategy more closely with the needs of your hiring organization. Barbara covers the basics of sharing job requisitions, goes into the common denominators of stellar hires, and outlines a step-by-step recruiting process that helps you get results.
 - [Interviewing Techniques](#)

Successful hiring means successful interviewing. The right techniques can attract the best talent—while eliminating bias and emotion from the process. With a new generation of candidates on the horizon, it's a great time to refresh your interview skills. In this course, expert recruiter Barbara Bruno highlights practical strategies for planning and conducting job interviews. Barbara explains how to determine the purpose of the interview, set interview expectations up front, and ask effective questions. She also teaches you how to conduct different types of interviews—including screening, courtesy, and panel interviews—and evaluate and select the best candidate. Plus, learn how to improve the candidate's experience, stay in touch with new hires, and connect and network with future talent.
 - [Recruiting Veterans](#)

With roughly 200,000 men and women transitioning out of the military each year, veterans are a rich source of talent to tap. Through their military training, veterans learn the importance of strong leadership and connecting jobs to mission and values. In this course, veteran recruiting expert Lida Citroën helps recruiters identify and appreciate the differences between post-9/11 veteran and civilian candidates, as well as the qualities, skills, and talents veterans offer to employers. She also addresses questions on building your company brand to be attractive to veterans. What appeals to veteran candidates and what turns them off? Where should companies spend money and resources? How do you identify the military skills you want to attract? Last, Lida discusses ways to adapt your hiring process, teams, and systems to accommodate veteran employees, emphasizing onboarding and retention of veteran candidates.

Resources to Share with Military Spouse Transition Program Members

- State of Nebraska Online Career Center: <https://statejobs.nebraska.gov/>
 - [Applicant Help Center](#)
 - [Veterans Preference](#) (Note, spouses of active duty military may qualify for veterans preference)
- State of Nebraska Teammate Learning Opportunities - LinkedIn Learning Courses available through the [Employee Development Center](#) (note, courses are available to State Teammates at no additional cost with agency bundle access or \$19 per course per individual without bundle access):
 - [How to Develop your Career Plan](#)

Creating a career plan is vital. Wherever you're going, you'll arrive faster—and encounter less stress along the way—if you have a plan in place. In this concise course, instructor Aimee Bateman steps through how to create an effective career plan that brings you one step closer to your dream job. Learn how to design and implement your career plan, create a personal development plan (PDP), set achievable goals, and connect with a mentor.
 - [Writing a Resume](#)

Finding a great job starts with writing a great resume, one that speaks to your personal and professional strengths. Learn how to write a resume that stands out and makes employers take notice. Stacey A. Gordon, cofounder of Career Incubator, has made it her life's work to help others find the jobs and build the careers of their dreams. In this course, she walks through the basics of resume writing for job seekers, as well as a few extra job search basics such as identifying companies to work for and determining fit. Stacey explains what to include and exclude on a resume and how to showcase your talents and best qualities. Using practical examples, Stacey walks through choosing the right format, tailoring information to match job requirements, and writing alternative resumes that include industry-specific information. Last, Stacey shows you how to deal with some common sore spots—like job hopping, lack of experience, or unemployment gaps—while concentrating on your experience.
 - [Job Search Strategies](#)

In this course, author Valerie Sutton shares the latest techniques to find jobs efficiently and effectively. This course teaches you how to develop your profile and brand, seek advertised and unadvertised positions, network successfully to broaden your circle, and work with recruiting professionals. Valerie includes strategies for both the online and offline worlds. Along the way, discover smart strategies to match your interests with your search and manage your time in order to maximize results.
 - [How to Rock an Interview](#)

Up your interview game. Learn how to rock an interview and land your dream job, in this course adapted from the popular podcast How to Be Awesome at Your Job. Host Pete Mockaitis interviews Pam Skillings, the founder of Big Interview, about how job seekers can be more successful in interviews. It all starts with research. Pam explains how to research the company and the position so that you're prepared to speak about your suitability in a nongeneric way. Demonstrating this level of preparation shows rather than tells just how motivated and excited you are for the role. Then discover how to prepare and practice—without overpreparing—and use the art of storytelling and the STAR framework to deliver your answers. Plus, learn the secret weapon to ace any interview. This course was created by Pete Mockaitis of How to Be Awesome at Your Job.
 - [Find Your Dream Job: Interview Techniques and Resume Writing](#)

Find your dream job. This course is for people who want to be excited to go into work each day. It's designed to teach practical skills to write an eye-catching resume and excel in a job interview. But it also encourages you to take the time to decide what job will truly make you happy and enhance your talents. Instructor Chris Croft has been teaching interview and presentation skills to companies for over 20 years. He helps you write a fantastic resume, prepare for an interview, answer tough questions, give a presentation, and follow up afterward. He offers concrete details, such as what to wear and what to say, and provides real-life interview and resume examples (some humorous, some not) along with practical tools you can use in your job search right away.

- [10 Ways to Stay Motivated While Job Hunting](#)
The job market is competitive. The process of looking for jobs, applying for jobs, and interviewing for jobs is exhausting. Staying motivated can be tough—even for the most confident person. In this course, career expert Aimee Bateman shares her top 10 ways to keep motivated while job hunting. Learn how to surround yourself with the right people, stay optimistic and confident, and create a winning job search plan. Using these tips, you can keep your morale up while developing the confidence and skills you need to stand out to employers. This course was created by Careercake, the careers content platform.
- [Hiring Our Heroes: Events Calendar](#)
 - Include informational webinars, career fairs, etc. for military spouses
- [Hiring Our Heroes: Military Spouse Professional Network](#)
 - Provides military spouses with career development and networking opportunities
- [Military Spouse Employment 101 – Military.com](#)
 - Includes tips for finding and keeping their dream job while spouse is the in the military
- [PCS: The Basics About Permanent Change of Station – Military OneSource](#)
- [PCS Checklists for Your Move – Military.com](#)
 - Includes checklists that may help organize and prepare for moving to a new location
- [MyStep Military Spouse Transition Program – Military OneSource](#)
Includes resources to support military spouses through times of transition