

TIME	TRAINING LECTURE	KEY LECTURE POINTS	FACULTY / SPEAKER
<i>Day 1- Evening Workshop</i>			
5:30-6:00pm	<i>Registration and Dinner</i>		
6:00-6:15pm	Welcome and Opening Remarks	<ul style="list-style-type: none"> • Leadership Institute 101 • Binder materials 	
6:15-7:00pm	Networking Your Way to The Top	<ul style="list-style-type: none"> • Networking 101 tips and techniques • Planning your networking strategy • Meeting the right contacts 	
7:00-7:45pm	A Cut Above the Rest: Resumes and Cover Letters that Open Doors	<ul style="list-style-type: none"> • What employers really look for in a cover letter • How to get your resume noticed • Common resume faux pas 	
7:45-8:00pm	<i>Break</i>		
8:00-9:00pm	Discovering Your Personal Leadership Style and Mission Statement	<ul style="list-style-type: none"> • Learning your specific leadership style and what job fits your skill-set and interests • Focusing your career path in DC by writing a personal mission statement 	
9:00-9:45pm	I Did it and So Can You!	<ul style="list-style-type: none"> • Success stories on how to start your career and climb the ladder to success 	

TIME	TRAINING LECTURE	KEY LECTURE POINTS	FACULTY / SPEAKER
<i>Day 2- Evening Workshop</i>			
5:30-6:00pm	<i>Dinner</i>		
6:00-7:00pm	Do You Have What it Takes to Work on The Hill?	<ul style="list-style-type: none"> • Overview of a career on Capitol Hill • What Hill offices look for in potential employees 	
7:00-8:00pm	Interview & Salary Negotiation Skills: Getting the Job and Salary You Want	<ul style="list-style-type: none"> • How to do well in the interview • Negotiate for a higher salary 	
8:00-8:15pm	<i>Break</i>		
8:15-9:00pm	Beyond Capitol Hill: Off-Hill Jobs in the Conservative Movement	<ul style="list-style-type: none"> • Overview of conservative jobs off Capitol Hill • The conservative activist 	
9:00-9:45pm	Recruiter Panel	<ul style="list-style-type: none"> • What employers look for during an interview • Tips , tricks, and time-tested techniques to stand out above the crowd 	