



Interview/Resume Preparation Workshop Agenda

February 20, 2016

8:30am to 12:00pm

UTSA Downtown Campus (DB 1.124 – Southwest Room; DB 3.206 – classroom; DB 3.208 – classroom)

Goal: To prepare students to successfully apply and interview for their first administrative position

Participants:

Harlandale ISD: Rosemary Cooremans, Director of Elementary Curriculum
Jacob Garcia, Principal, Terrell Wells Middle School
Diana Tudyk, Executive Director of Human Resources

Northside ISD: Anthony Jarrett, Executive Director of High School Instruction
Annette Lopez, Principal, Mead Elementary School
Brian Woods, Superintendent

San Antonio ISD: Mary Esther Macias, Assistant Superintendent, Elementary School Leadership Team
Toni Thompson, Associate Superintendent for Human Resources
Darnell White, Principal, Sam Houston High School

8:30am Registration sign-in (**DB 1.124 – Southwest Room**)

9:00am Welcome and review of agenda – Enrique Aleman/Bruce Barnett

9:15am Panel Presentation – (**DB 1.124 – Southwest Room**) – Bruce Barnett/Nathern Okilwa
General Suggestions for Preparing Resume and Interview – Do's and Don'ts

9:50am Break

10:00am-10:45am Round #1 Mock Interviews – 30-minute interview, 15 minutes debriefing and reflection

DB 1.124 – Southwest Room Interviewers: Annette Lopez/Brian Woods
Interviewee: Ursula Silberschlag; Facilitator: Enrique Aleman

DB 1.124 – Southwest Room Interviewers: Toni Thompson/Darnell White
Interviewee: Amy Cooper; Facilitator: Mariela Rodriguez

DB 3.206 – classroom Interviewers: Anthony Jarrett/Mary Esther Macias
Interviewee: Bridgett Dunlap; Facilitator: David Thompson

DB 3.208 – classroom Interviewers: Rosemary Cooremans/Jacob Garcia/Diana Tudyk
Interviewee: Denise Garibay; Facilitator: Curtis Brewer

- 10:45am** Break
- 10:55am-11:40am** Round #2 Mock Interviews – 30-minute interview, 15 minutes debriefing and reflection
- DB 1.124 – Southwest Room** Interviewers: Annette Lopez/Brian Woods
Interviewee: Greg Scherrer; Facilitator: Enrique Aleman
- DB 1.124 – Southwest Room** Interviewers: Toni Thompson/Darnell White
Interviewee: Matt Whyte; Facilitator: Mariela Rodriguez
- DB 3.206 – classroom** Interviewers: Anthony Jarrett/Mary Esther Macias
Interviewee: Tara Hauck; Facilitator: David Thompson
- DB 3.208 – classroom** Interviewers: Rosemary Cooremans/Jacob Garcia/Diana Tudyk
Interviewee: Jodie Siegel; Facilitator: Curtis Brewer
- 11:45am-12:00pm** Return to **DB 1.124 – Southwest Room** for Wrap-up – What is an important idea you gained from today’s workshop? Bruce Barnett/Nathern Okilwa

Contact Information:**Harlandale ISD**

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