



## New Remote Worker Training Course

### Description:

Are you interested in finding a remote job? Maybe you aren't sure what you want to do or how to get started. Our three-week virtual course is taught by a live instructor who is ready to help you build a remote working career. Clovis is the perfect location to start a job you can do from home, a coffee shop, or any coworking location. Join us for an interactive course to help you navigate into the remote working industry. This course is for individuals at any stage in their career including entry-level or experienced workers. After completing the course, participants will receive a certificate of completion which can be used on your resume in the job application process.

### Course Schedule:

#### Session 1- Monday, September 13<sup>th</sup> – 6:00pm MT - Zoom

Topic: Finding the Remote Job that is Right for You

During this session, we will discuss what it means to work remotely and review common types of remote jobs.

#### Session 2 - Monday, September 20<sup>th</sup> -6:00pm MT - Zoom

Topic: Getting Set Up for Remote Work

During this session, we will discuss what you will need to be a champion remote worker including equipment, workspace, and critical interpersonal skills.

#### Session 3- Monday, September 27<sup>th</sup> – 6:00pm MT - Zoom

Topic: Ensuring Your Success as a Remote Worker

During this session, we will review important topics to prepare you for success as a remote worker.

**Eligibility:** To join this course, you must live within 25 miles of the Clovis, NM and Cannon Air Force Base area.

This course is a part of Clovis Remote, a new program designed to help local Clovis residents, Military Spouses at Cannon AFB, Veterans and the surrounding area find remote jobs. Clovis Remote will help to find a remote job that is right for you, in addition to assisting you with your resume, job interview preparation, and much more! The program is sponsored by Clovis Economic Development, the Clovis Curry County Chamber of Commerce, the City of Clovis, and Plateau.

To register for the New Remote Worker Training Course, please complete the application at: <https://clovisrocks1.wufoo.com/forms/clovis-remote-registration-form/>

For more information, please email us at [remote@clovisnm.org](mailto:remote@clovisnm.org)