**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

**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:**

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