



@VRCBVI\_Strong



VDBVI

**VIRGINIA**  
**REHABILITATION CENTER**  
 FOR THE BLIND AND VISION IMPAIRED

401 Azalea Avenue, Richmond, VA 23227 804-371-3151



# Preparing for a 21<sup>st</sup> Century Career

## Wednesday, March 18, 2015

- 9:00-9:45 – Prearranged tours of VRCBVI; must reserve with Michelle Davis by Friday, March 13
- 9:30-10:00 – Registration and Information
- 10:00 – Welcome and Introduction  
Amy Phelps, CRC, NOMC, Assistant Director for Instruction, VRCBVI
- 10:15 – “Taking the Bull by the Horns: What you can Control”  
Joseph M. Ashley, RhD, Assistant Commissioner for Grants and Special Programs, DARS
- 10:45 – "Self-Assessment and Career Success" Lisa Webb, M.S., CRC, Executive Director, Academic Affairs, VCU
- 11:45 – “Difficult Conversations made Easy: Crucial Confrontations”  
Joann Robinson, SPHR, HR Manager, DARS

- 12:45: Lunch \$4.00 Specify Vegetarian Meal
- 1:30: Concurrent Session A
- 2:30: Concurrent Session B
- “College DSS Office: Roles and Responsibility”  
Deborah Wilkerson, Counselor, Student Accommodations, Reynolds College
- “Job Search in the 21<sup>st</sup> Century”  
Boyd Headley, Business Service Manager, Resource Workforce Centers
- “Professionalism: Dress for Success”  
Amie Carter, Executive Media Director, Mt. Gilead Full Gospel International Ministries
- “The Right way to Write: Resumes, Cover Letters and Thank You Notes”  
Virginia Commonwealth University
- 3:30 – Closing Remarks, Amy Phelps



To register for this event and reserve a tour of VRCBVI please contact Michelle Davis, 804-371-3151, or [michelle.davis@dbvi.virginia.gov](mailto:michelle.davis@dbvi.virginia.gov) by Friday, March 13<sup>th</sup> with your:

- Name
- Contact number/email
- Box Lunch ticket –\$4.00 specify Vegetarian Meal