

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3 Which RESUME Fits You Best? PRE-RECORDED Register	4 COVER LETTER Secrets Revealed 1:00 pm-2:00 pm LIVE WEBINAR Register	5 TIME ESSENTIALS 1:00 pm-2:00 pm LIVE WEBINAR Register	6 ZOOM INTERVIEWS Tips & Prep 1:00 pm-2:00 pm LIVE WEBINAR Register	7 Has Your Job Search Stalled? PRE-RECORDED Register
10 The 7 Habits of Highly Effective People PRE-RECORDED Register	11 Get Prepared Begin Job Search 10:00 am- 12:00 pm LIVE WEBINAR Register	12 Stress Reduction Strategies 10:00 am- 12:00 pm LIVE WEBINAR Register	13 NETWORKING ESSENTIALS for job Search 10:00 am- 12:00 pm LIVE WEBINAR Register	14 Deal with Difficult, Different People, PRE-RECORDED Register
17 Which Resume Fits You Best? PRE-RECORDED Register	18 Network Your Way to Your Next Job PRE-RECORDED Register	19 LINKED IN Networking Strategies PRE-RECORDED Register	20 Second Career Application & INFO 10:00 am -12:30 pm Register LIVE WEBINAR	21 Get Prepared to Begin Your Job Search PRE-RECORDED Register
24 Zoom Interviews Tips & Prep 1:00 pm-2:00 pm LIVE WEBINAR Register	25 Sharpen Your LinkedIn Profile PRE-RECORDED Register	26 Interview Prep Part 1 10:00 pm-2:00 pm LIVE WEBINAR Register	27 How to Start Your Job Search 10:00 am- 12:00 pm LIVE WEBINAR Register	28 Resume BOOTCAMP 10:00 pm-2:00 pm LIVE WEBINAR Register
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EVENTS ARE FREE. REGISTRATION REQUIRED.

Next-Steps Employment Centre—Downsview
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REGISTER:
CALL US AT
416-395-9559
SCAN OR CLICK



NEW The 7 Habits of Highly Effective People (Stephen Covey's 7 Principles) LIVE

Hit the “reset” button and “wipe the slate clean” by starting with a change from within. The 7 Habits of Highly Effective People is still considered foundational to leading a life with meaning and purpose. Reflection leads to progression!

“Which Resume Fits Best?” RECORDED

Understand the CHANGES in Resume expectations from Employers. Don't ignore ATS' or you will never be contacted. You cannot fly by the seat of your pants in today's market. Update and understand why it is so important to use the posting and Keywords throughout your resume.

Cover Letter Secrets Revealed: LIVE

Learn about the importance of an excellent Cover Letter and how to target toward each Employer.

Zoom Interviews Tips & Preparation: LIVE

There are great tips and tricks that are relevant to all and will improve remote and in-person Interviews. Lighting, Camera and Action!

Sharpen Your LinkedIn Profile: RECORDED

Change your Strategy and make improvements with these Tips and Profile Techniques.

Second Career; Information Session: LIVE

Register with Next-Steps and meet with an Employment Advisor to discuss options and choices for your career future.

Has Your Job Search Stalled? RECORDED

Mediocre is not good enough in a highly competitive employment market. Make changes and improve the quality of your self-presentation skills and just how to do just that!

Bridge the Skills Gap: Future Work: RECORDED

Explore skills that are in high demand and lacking that Employers seek the most from candidates.

Which Resume “Fit” Best? RECORDED

Applicant Tracking Systems, Keywords, and Resume Formats are discussed and, to understand Technology's impact on Job Search. How do you know, what you don't know?

Time Management Essentials, The Pomodoro Method:

Learn how to increase your productivity and stay on task with 7 Things to follow.

Dealing with Difficult/Different People in the Workplace: Recorded

Why do we just “click” with some people and “clash” with others! Find out Why?

One on One Assistance: Ann Mossop, Employment Specialist: ann.mossop@tdsb.on.ca

