

EVENTS CALENDAR: JUNE 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		1 Which Resume Fits Best? Register PRE-RECORDED	2 Cover Letter Secrets Revealed Register PRE-RECORDED	3 Zoom Interview Tips & Techniques Register PRE-RECORDED
6	7 Resume Top ½ of Your Resume 1:00 pm -2 :00 pm Register LIVE WEBINAR	8	9 The 2nd ½ of Your Resume 1:00 pm-2:00 pm Register LIVE WEBINAR	10 Resume/Interviews One on One Coaching & Prep 10:00 am-3:30 pm LIVE Session 1 Hour Register
13 The 7 Habits of Highly Effective People Register PRE-RECORDED	14 Network Your Way to Your Next Job Register PRE-RECORDED	15	16 Interview Tips & Preparation Register PRE-RECORDED	17 Better Jobs Ontario Information 1:00 pm-2:30 pm Register LIVE WEBINAR
20	21 Resume, Interviews One on One Coaching & Prep 10:00 pm-3:30 pm 1 Hr Register	LIVE WEBINAR 22 TD BANK TALENT ACQUISITION Register 1:00 pm -2:30 pm GUEST SPEAKER	23 Has Your Job Search Stalled? Register PRE-RECORDED	24 Resume, Interviews One on One Coaching & Prep 10:00 pm-3:30 pm 1 Hr Register
27 SHARPEN Your LinkedIn Profile Register PRE-RECORDED	28 Get Prepared To Begin Your Job Search Register PRE-RECORDED	29 Dealing With Difficult/Different People at Work Register PRE-RECORDED	30 Time Management Essentials Register PRE-RECORDED	1 CANADA DAY Centre Closed

EVENTS ARE FREE. REGISTRATION REQUIRED.

Next-Steps Employment Centre—Downsview
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SPECIAL EVENTS: SPECIAL GUEST SPEAKER EVENTS

TD Bank Talent Acquisition Metro East & Metro West: Is your career future with TD Bank? Join Us June 22nd at 1 pm – 2:30 pm and fine out!

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

Ann will review your resume and work with you to create an AMAZING resume and cover letter. DO NOT BE RESISTENT TO CHANGE! YOUR RESUME ISN'T WORKING! Things have changed and you need to get with it!

“Which Resume Fits Best?” RECORDED [Register](#) 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.

LIVE AND RECORDED SESSIONS:

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

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

Zoom Interviews Tips & Preparation: RECORDED 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.

Better Jobs Ontario, Second Career; Information Session: LIVE Register with Next-Steps and meet with an Employment Advisor and then the Employment Specialist Webinar to move forward with your application and understand the process and the work you must complete to apply.

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!

Time Management Essentials, The Pomodoro Method: RECORDED 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?

