

EVENTS CALENDAR: SEP 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
			1	2 Which Resume Fits Best? Register PRE-RECORDED
5 Time Saving Tips for Daily Life and Job Search: Time Management Register PRE-RECORDED	6	7 Cover Letter Secrets Revealed Register PRE-RECORDED	8	9 Get Prepared To Begin Your Job Search Register PRE-RECORDED
12 Network Your Way To Your Next Job, Simple Networking Tips Register PRE-RECORDED	13	14 SPECIAL EVENT FREE Digital Marketing Certificate Info 12:00 pm – 1:00 pm Register LIVE WEBINAR	15	16 Has Your Job Search Stalled? Register PRE-RECORDED
19	20 The 7 Habits of Highly Effective People Register PRE-RECORDED	21	22 How to Sharpen your LinkedIn PROFILE & Get noticed! Register PRE-RECORDED	23
26 ZOOM Interviews Advice, Tips and BE Camera Ready! Register PRE-RECORDED	27	28 Convey Your Accomplishments Register PRE-RECORDED	29	30 Dealing With Difficult/Different People at Work Register PRE-RECORDED

EVENTS ARE FREE. REGISTRATION REQUIRED.

Next-Steps Employment Centre—Downsview
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REGISTER:
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WHAT DO OUR CLIENTS' SAY:

“Wonderful to the very end: facilitator engaging, motivational, knowledgeable & supportive/encouraging. Content diverse & applicable to life-long learning/self-discovery & improvement.”

SPECIAL EVENT:

FREE 20 Hour Online Introductory Digital Marketing Course Certificate

Get Certified in Digital Marketing in Less than 30 Days Find out how to start your career in Digital Marketing with our online course which includes modules such as:

- Introduction to Internet
- Digital Marketing Fundamentals
- SEM: Search Engine Marketing – SEO & Google Ads
- Social Media Marketing & Website UX
- Facebook and Instagram Marketing
- LinkedIn, Twitter & TikTok Marketing
-

Date: Wednesday, Sept. 14th, 2022

Time: 12:00 pm -1:00 pm JOIN US ONLINE WITH ZOOM

REGISTER: www.next-steps.ca

Downsview Location

DO NOT BE RESISTENT TO CHANGE! YOUR RESUME ISN'T WORKING! CHANGE IT!

“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.

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.

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!

Better Jobs Ontario (formerly, Second Career; Information Session): Register with Next-Steps and meet with an Employment Advisor, and then attend a Webinar to move forward with you're the application process.

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?

