


Next - Steps Employment Centre

May
2021

MON	TUE	WED	THU	FRI
<p>3</p> <p>One-on-One Resume Review (by appointment) 9:00 AM - 4:00 PM</p>	<p>4</p> <p>Client Supports Information Session 10:00 AM—11:00 AM Live on Zoom</p>	<p>5</p>	<p>6</p>	<p>7</p> <p>How To Get Your Resume Noticed by Employers? Recorded Online Video</p>
<p>10</p> <p>Networking Using LinkedIn Recorded online Video</p>	<p>11</p> <p>Managing Job Search Stress 10:00 AM— 11:30 AM Live on Zoom</p>	<p>12</p> <p>Resume & Cover Letter 1:00 PM — 2:00 PM Live on Zoom</p>	<p>13</p>	<p>14</p> <p>One-on-One Practice Interview (by appointment) 10:00 AM - 4:00 PM</p>
<p>17</p> <p>Job Search Success Tips 1:00 PM— 2:30 PM Live on Zoom</p>	<p>18</p> <p>One-on-One Resume Review (by appointment) 10:00 AM - 1:00 PM</p>	<p>19</p> <p>Interview Preparation 11:00 AM—12:30 PM Live on Zoom</p>	<p>20</p> <p>Second Career Information Session 1:00 PM—2:00 PM Live on Zoom</p>	<p>21</p>
<p>24</p> <p>Victoria Day Office Closed</p> 	<p>25</p> <p>Resume & Cover Letter 10:00 AM — 11:30AM Live on Zoom</p>	<p>26</p>	<p>27</p> <p>One-on-One Resume Review (by appointment) 10:00 AM - 4:00 PM</p>	<p>28</p> <p>How New Comers can navigate the Job Market? Recorded online Video</p>
<p>31</p> <p>Second Career Information Session 10:00 AM—12:00 PM Live on Zoom</p>				

Due to COVID-19, all workshops and individual appointments will be offered on Zoom

Next - Steps Employment Centres Job Search Workshop Descriptions

Offered at 7 TDSB Locations: Don Mills, Downsview, Riverdale, Scarborough Rouge, Dundas-Dixie, Mississauga Meadowvale, and Vaughan.

Registration is required for ALL workshops

First Steps to Success: We will review our programs and services offered at our Centre. The role of the Job Developer and teach you how to effectively research employers.

Second Career Application Information Session: This group workshop will help you to understand and complete the training application. A referral from your Employment Advisor is required to ensure you are qualified to apply.

One-on-One Resume Reviews: This individual session is for those who have a resume and require some minor tweaking to enhance their resume to target specific employment opportunities. Participants must bring a current resume and job posting to this session.

Refining Your Resume and Cover Letter: In this group workshop, learn about the different types of resumes and how to develop your own targeted resume and cover letter to for a specific position.

Practice Interviews (One-On-One By Appointment): This 30-minute one-on-one appointment will help you to practice your interviewing skills. Bring a copy of a job posting to this appointment.

Interview Group Practice: Receive additional support within a motivating group environment. Participants will learn within an experiential setting while practicing their interviewing skills.

Starting Your Own Business: This group workshop presented by Enterprise Toronto and will guide you through the steps of self employment and the program requirements.

Social Networking for Employment: This workshop will provide information on how to use Social Media to enhance your job search, focusing on LinkedIn, Twitter and Facebook.

For more information, visit www.next-steps.ca

Operated by



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