

EVENTS CALENDAR APRIL 2024

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 EASTER MONDAY CLOSED	2 Which Resume Fits Best? Register PRE-RECORDED	3 Cover Letter Secrets Revealed Register PRE-RECORDED	4 WHY Doesn't My Resume WORK? 1:00 pm-3:00 pm Register LIVE WEBINAR	5 DO You Need Cover Letters? 1:00 pm-3:00 pm Register LIVE WEBINAR
8 Network Your Way to Your Next Job Register PRE-RECORDED	9 Networking Made Easy! 1:00 pm-3:00 pm Register LIVE WEBINAR	10 ZOOM Interviews BE Camera Ready! Register PRE-RECORDED	11 Innovative Interviews Tips 1:00 pm-3:00 pm Register LIVE WEBINAR	12 Available Using ChatGPT & A.I. for Your Resume Register PRE-RECORDED
15 Pomodoro Time Management for Job Search Register PRE-RECORDED	16 Best Interviews Tips & Practise Register PRE-RECORDED	17 Has Your Job Search Stalled? Register PRE-RECORDED	18 How to Impress Employers with your Online Brand Register PRE-RECORDED	19 The 7 Habits of Highly Effective People Register PRE-RECORDED
22 Get Prepared To Begin Your Job Search Register PRE-RECORDED	23 How to Deal with Difficult/Different People: Register PRE-RECORDED	24 Career Exploration Simplified 12:00 pm-2:00 pm Register PRE-RECORDED	25 Research Better Jobs Ontario 1:00 pm-2:30 pm Register LIVE WEBINAR	26 Better Jobs Ontario 1:00 pm-2:30 pm Register LIVE WEBINAR
29 Which Resume Fits Best? Register PRE-RECORDED	30 How to Convey Accomplishments Register PRE-RECORDED			

EVENTS ARE FREE. REGISTRATION REQUIRED.

Next-Steps Employment Centre—Downsview
3701 Chesswood Drive, Suite 100, North York, ON
416-395-9559 | nsec-downsview@tdsb.on.ca

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REGISTER:
CALL US AT
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DO NOT BE RESISTENT TO CHANGE! YOUR RESUME ISN'T WORKING!

Ann Mossop will review your resume and work with you to create an AMAZING resume and cover letter. Things have changed and you need to “get with it” and understand what Employers want! We cannot help you if you do not interact and stay in touch with the Webinars, Workshops and ACT on YOUR Job Search!

Intensive Coaching Unit, **BOOT CAMP**: 4 days of intense discovery on your Job Search. Set and achieve your employment goals. **ONE SHOP STOP!**

LIVE ONLINE everyday on April 4th, 5th, 9th, and 11th at 1:00 pm – 3:00 pm.

NEW RECORDING: Using ChatGPT, A.I. for Resumes, cover letters and interviews. Available after April 12th.

Book Appointments: One on One Resume, Cover Letter and Interview Assistance After Attending LIVE and RECORDED Sessions like: “Which Resume Fits Best,” “Cover Letter Secrets, REVEALED,” and LIVE Webinars. You can meet Ann during the Webinar. Make changes and then work with Ann Mossop, Employment Specialist: ann.mossop@tdsb.on.ca

Make Changes, understand it is a Changed World, and YOU must adjust to be successful!

“Which Resume Fits Best?” RECORDED Understand the CHANGES in Resume expectations from Employers. Do not ignore ATS’ or you will never be contacted for an interview. 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 terrific 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): LIVE! Register with Next-Steps and meet with an Employment Advisor, and then the Employment Specialist Webinar to move forward with you are 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?