



# EVENTS CALENDAR DECEMBER 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				1 Cold Calling Tips <a href="#">Register</a> <b>PRE-RECORDED</b>
4 How to get your resume noticed online by employers? <a href="#">Register</a> <b>PRE-RECORDED</b>	5 Resume & Cover Letter 10:00 AM-12:00 PM <a href="#">Register</a> <b>IN PERSON</b>	6 Better Jobs Ontario Session 10:00am-12:00pm (Referral by Employment Advisor required) <b>LIVE WEBINAR</b>	7	8
11	12 Interview Skills 10:00 AM-12:00 PM <a href="#">Register</a> <b>LIVE WEBINAR</b>	13 Networking with LinkedIn <a href="#">Register</a> <b>PRE-RECORDED</b>	14	15 Walk-In Resume Critique! 2:00 PM – 4:00 PM <b>IN PERSON</b>
18 Effective Problem Solving <a href="#">Register</a> <b>PRE-RECORDED</b>	19 Job Search 10:00 AM-12:00 PM <a href="#">Register</a> <b>LIVE WEBINAR</b>	20	21 Cover Letter Mistakes <a href="#">Register</a> <b>PRE-RECORDED</b>	22
25 <b>HOLIDAY</b>	26 <b>HOLIDAY</b>	27 <b>OFFICE CLOSED</b>	28	29

**EVENTS ARE FREE. REGISTRATION REQUIRED.**

Next-Steps Employment Centre—Riverdale  
 1000 Gerrard St. E 2<sup>nd</sup> Floor, Toronto, ON M4M 3G6  
 416-396-2020 | [nsec-riverdale@tdsb.on.ca](mailto:nsec-riverdale@tdsb.on.ca)   
[@NextStepsEmploymentCentres](#) |  [@NextStepsEC](#)

**REGISTER:**

**CALL US AT  
416-396-2020**

**SCAN OR CLICK QR CODE**



### **Job Search**

Two-hour virtual workshop. You are welcome to attend our job search workshop. You will learn how to effectively conduct your job search utilizing outside of the box job search methods!

### **Resumes & Cover Letters**

Two-hour workshop, in person. Please join us to ensure your cover letter and resume stand out from the crowd. We will provide insider tips to make your resume shine!

### **Walk-In Resume Critique**

Thirty-minute resume critique session that provides job seekers with the opportunity to receive professional feedback on their resumes from our Employment Specialist.

### **Interview Skills**

Two-hour virtual session on the various types of interviews, interview questions and answers.

### **Better Jobs Ontario Session (formerly Second Career)**

Two- hour virtual workshop with an overview of the training programs, requirements and general facts.

### **Resumes & Cover Letters**

2-hour in person workshop. Please join us to ensure your cover letter and resume stand out from the crowd. We will provide insider tips to make your resume shine! Maximum five participants.