

EVENTS CALENDAR May 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
YOUTH Job Club 1 Summer Job Resumes, Interviews 3:30 pm-4:30 pm Register LIVE WEBINAR	2	3 The Top Half of Your Resume 10:00 am- 12:00 pm Register LIVE WEBINAR	4 The Bottom Half of Your Resume 10:00 am- 12:00 pm Register LIVE WEBINAR	5 "Let's Chat!" Resumes, Interviews 11:00 am-12:00 pm Register LIVE WEBINAR
YOUTH Job Club 8 Summer Jobs Resumes, Interviews 3:30 pm-4:30 pm Register LIVE WEBINAR	9 FREE Digital Marketing Course Information Session 1:30 pm-2:30 pm Register LIVE WEBINAR	10 ZOOM Interview Tips! Be Camera Ready! Register PRE-RECORDED	11 Convey Your Accomplishments Register PRE-RECORDED	12 "Let's Chat!" Resumes, Interviews 11:00 am-12:00 pm Register LIVE WEBINAR
YOUTH Job Club 15 Summer Jobs Resumes, Interviews 3:30 pm-4:30 pm Register LIVE WEBINAR	16 Career Research for Better Jobs ON 11:00 am-12:00 pm Register LIVE WEBINAR	17 Better Jobs Ontario 10:00 am-12:00 pm Register LIVE WEBINAR	18	19 "Let's Chat!" Resumes, Interviews 11:00 am-12:00 pm Register LIVE WEBINAR
22 Victoria Day	23 Cover Letter Secrets Revealed Register PRE-RECORDED	24 Which Resume Fits Best? Register PRE-RECORDED	25 Quick Tips 15 Things to Ask Yourself on Friday Register PRE-RECORDED	26 Sharpen Your LinkedIn Profile Register PRE-RECORDED
YOUTH Job Club 29 Summer Job 3:30 pm-4:30 pm Register LIVE WEBINAR	30	31	1	2

EVENTS ARE FREE. REGISTRATION REQUIRED.

Next-Steps Employment Centre—Downsview
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CALL US AT
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SCAN QR CLICK



FREE DIGITAL MARKETING COURSE: Exclusive to Next-Steps, Downsview Clients! Digital Marketing Academy of Canada and Next-Steps, Downsview have partnered to offer free Digital Marketing Course for our clients. Information Session and to find out more, join us! **May 9th At 1:30 -2:30 pm.**

Youth Job Club: Mondays (Holidays exempt): INITIATIVE! Something all Employers want in their new hires. **ACT and PREPARE!** No one is going to chase after you, or hand you a job. Why would they? Join the **YOUTH** Job Club and get ready to begin your job search. How many applications have you filled out online? How many Interviews have you had? None? Maybe there is a good reason why!

Employers are **NOT** going to give you a “Chance”. They don’t have to – other people do show **INITIATIVE, ENTHUSIASM and GOOD WORK HABITS. WAKE-UP & join our FREE Services at Next-Steps. Mondays (per Calendar) 3:30 pm – 4:30 pm. (Holiday Mondays exempt)**

LET’S CHAT! LIVE Feedback on Resumes & Interviews: Ask questions about your job search and meet the Employment Specialist, Ann Mossop to discover **ALL** of the resources to assist you with job search.

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.

Career Research For Better Jobs Ontario: Join The Conversation! Making a Career Transition? This LIVE Presentation will provide guidance and support on Career Research.

“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!

Time Management Essentials, The Pomodoro Method: RECORDED Learn how to increase your productivity and stay on task with 7 Things to follow. Improve your productivity at work and in your personal life.

Dealing with Difficult/Different People in the Workplace: RECORDED Why do we just “click” with some people and “clash” with others! Find out Why? Some stereo-type behaviours are explained in more understandable depth.