

# EVENTS CALENDAR NOVEMBER 2024

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				<p><b>1</b></p> <p><b>Cover Letter Secrets, Revealed</b>  <a href="#">Register</a>  <b>PRE-RECORDED</b></p>
<p><b>4</b></p> <p><b>Which Resume Fits Best?</b>  <a href="#">Register</a>  <b>PRE-RECORDED</b></p>	<p><b>5</b></p> <p><b>Resumes in Today's World! You Need to CHANGE!</b>  <a href="#">Register</a>                      1:00 pm – 3:00 pm  <b>LIVE IN PERSON</b></p>	<p><b>6</b></p> <p><b>Has Your Job Search Stalled?</b>  <a href="#">Register</a>  <b>PRE-RECORDED</b></p>	<p><b>7</b></p> <p><b>Job Search in Today's World Next-Steps</b>  <a href="#">Register</a>                      1:00 pm – 3:00 pm                      YORKGATE MALL</p>	<p><b>8</b></p> <p><b>How to Impress Employers with your Online Brand</b>  <a href="#">Register</a>  <b>PRE-RECORDED</b></p>
<p><b>11</b></p> <p><b>REMEMBRANCE DAY "Lest we Forget."</b></p> <p>OFFICE OPEN</p>	<p><b>12</b></p> <p><b>YES. You Need Cover Letters!</b>  <a href="#">Register</a>                      1:00 pm – 3:00 pm  <b>LIVE IN PERSON</b></p>	<p><b>13</b></p> <p><b>Better Jobs Ontario</b>                      1:00 pm- 3:00 pm  <a href="#">Register</a>  <b>LIVE IN PERSON</b></p>	<p><b>14</b></p> <p><b>Job Search in Today's World Next-Steps</b>  <a href="#">Register</a>                      1:00 pm – 3:00 pm                      YORKGATE MALL</p>	<p><b>15</b></p> <p><b>How to Convey Accomplishments</b>  <a href="#">Register</a>  <b>PRE-RECORDED</b></p>
<p><b>18</b></p> <p><b>Best Interviews Tips &amp; Practise</b>  <a href="#">Register</a>  <b>PRE-RECORDED</b></p>	<p><b>19</b></p> <p><b>PREPARATION FOR A HIRING EVENT!</b>                      1:00 pm – 3:00 pm  <a href="#">Register</a>  <b>LIVE IN PERSON</b></p>	<p><b>20</b></p> <p><b>HIRING EVENT</b>                      Clients Only!  <a href="#">Register</a>                      10:00 am – 12:00 pm                      SEE FLYER  <b>LIVE IN PERSON</b></p>	<p><b>21</b></p> <p><b>Job Search in Today's World</b>                      1:00 pm – 3:00 pm  <a href="#">Register</a>                      YORKGATE MALL</p>	<p><b>22</b></p> <p><b>Network Your Way to Your Next Job</b>  <a href="#">Register</a>  <b>PRE-RECORDED</b></p>
<p><b>25</b></p> <p><b>How to Convey Accomplishments</b>  <a href="#">Register</a>  <b>PRE-RECORDED</b></p>	<p><b>26</b></p> <p><b>Acing INTERVIEWS</b>  <a href="#">Register</a>                      1:00 pm – 3:00 pm  <b>LIVE IN PERSON</b></p>	<p><b>27</b></p> <p><b>Which Resume Fits Best?</b>  <a href="#">Register</a>  <b>PRE-RECORDED</b></p>	<p><b>28</b></p> <p><b>Get Prepared For Job Search</b>  <a href="#">Register</a>                      1:00 pm – 3:00 pm                      YORKGATE MALL</p>	<p><b>29</b></p> <p><b>Time Management &amp; Job Search Scheduling</b>  <a href="#">Register</a>  <b>PRE-RECORDED</b></p>

**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](mailto:nsec-downsview@tdsb.on.ca)

[@NextStepsEmploymentCentres](#) | [@NextStepsEC](#)

**REGISTER:  
 CALL US AT  
 416-395-9559 SCAN  
 OR CLICK QR CODE**



**DO NOT BE RESISTENT TO CHANGE! WHEN YOUR RESUME or JOB SEARCH ISN'T WORKING!**

Check-out our flyer the Hiring Event on November 20<sup>th</sup>, 10 am-12 pm for Employers

“Which Resume Fits Best?” Your old Resume will never get you a job in today’s world. Applicant Tracking Systems, (ATS) Scanners are used on ALL online job boards like Indeed, LinkedIn, and ALL company websites. 70% of all resumes are REJECTED if you do not follow proper formatting and content. DO you have ALL the Keywords in your resume? What is your resume scoring? DO you know? Follow-up with Ann Mossop after attending the workshops for One-on-One assistance at [ann.mossop@tdsb.on.ca](mailto:ann.mossop@tdsb.on.ca)

**DO You Need Cover Letters? YES! Follow the A.I.D.A. Marketing Rule of introducing yourself in a Cover Letter.**

The etiquette for applying online, and why employers still want Cover Letters for most jobs above entry level. The purpose of the Cover Letter is quite different from your resume. Do not just regurgitate your Resume! Different purpose and different information. Find out more!

**MUST ATTEND Resume Workshop and amend your existing Resume before booking One on One Resume session. Book One on One Resume, Cover Letter, and Interview Assistance After Attending LIVE or RECORDED Workshops.**

**Innovative Interview, Tips and Techniques**

Preparation is the key to Interview Success. Your competition is prepared and so must YOU! What is your strategy? How to use P.A.R. or C.A.R. or S.T.A.R. to convey stories and accomplishments.

**RECORDED WEBINARS:**

“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.

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?