

# EVENTS CALENDAR SEPTEMBER 2024

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>2</p> <p><b>Has Your Job Search Stalled?</b></p> <p><a href="#">Register</a></p> <p>PRE-RECORDED</p>	<p>3</p> <p><b>Best Interviews Tips &amp; Practise</b></p> <p><a href="#">Register</a></p> <p>PRE-RECORDED</p>	<p>4</p> <p><b>High Impact Resumes &amp; ATS</b></p> <p>1:00 am-3:00 pm</p> <p><a href="#">Register</a></p> <p>LIVE IN PERSON</p>	<p>5</p> <p><b>How to Convey Accomplishments</b></p> <p><a href="#">Register</a></p> <p>PRE-RECORDED</p>	<p>6</p> <p><b>Get Prepared To Begin Your Job Search</b></p> <p><a href="#">Register</a></p> <p>PRE-RECORDED</p>
<p>9</p> <p><b>How to Impress Employers with your Online Brand</b></p> <p><a href="#">Register</a></p> <p>PRE-RECORDED</p>	<p>10</p> <p><b>High Impact Resumes &amp; ATS</b></p> <p>1:00 pm-3:00 pm</p> <p><a href="#">Register</a></p> <p>LIVE IN PERSON</p>	<p>11</p> <p><b>DO You Need Cover Letters? YES!</b></p> <p>1:00 pm-3:00 pm</p> <p><a href="#">Register</a></p> <p>LIVE IN PERSON</p>	<p>12</p> <p><b>Time Management &amp; Job Search Scheduling</b></p> <p><a href="#">Register</a></p> <p>PRE-RECORDED</p>	<p>13</p> <p><b>Changing YOUR Resume. Book Your Appointment with Ann Mossop</b></p> <p><a href="#">Register</a></p>
<p>16</p> <p><b>Network Your Way to Your Next Job</b></p> <p><a href="#">Register</a></p> <p>PRE-RECORDED</p>	<p>17</p> <p><b>Exploring Career Options with your Personality</b></p> <p>10:00 am-2:00 pm</p> <p><a href="#">Register</a></p> <p>LIVE IN PERSON</p>	<p>18</p> <p><b>Cover Letter Secrets, Revealed</b></p> <p><a href="#">Register</a></p> <p>PRE-RECORDED</p>	<p>19</p> <p><b>Innovative Interview Tips</b></p> <p>1:00 pm- 3:00 pm</p> <p><a href="#">Register</a></p> <p>LIVE IN PERSON</p>	<p>20</p> <p><b>Book Appointment Reality Check One on One Resumes</b></p> <p><a href="#">Register</a></p> <p>10:00 am- 4:00 pm</p> <p>LIVE WEBINAR</p>
<p>23</p> <p><b>Which Resume Fits Best?</b></p> <p><a href="#">Register</a></p> <p>PRE-RECORDED</p>	<p>24</p> <p><b>Informational Interviews</b></p> <p>1:00 pm-3:00 pm</p> <p><a href="#">Register</a></p> <p>LIVE IN PERSON</p>	<p>25</p> <p><b>ATS Resumes &amp; Today's Employers</b></p> <p>1:00 pm-3:00 pm</p> <p><a href="#">Register</a></p> <p>LIVE IN PERSON</p>	<p>26</p> <p><b>Networking Basics for Job Search</b></p> <p>1:00 pm-3:00 pm</p> <p><a href="#">Register</a></p> <p>LIVE IN PERSON</p>	<p>27</p>
<p>30</p> <p><b>Better Jobs Ontario</b></p> <p>1:00 pm- 3:00 pm</p> <p><a href="#">Register</a></p> <p>LIVE IN PERSON</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!**

**LIVE In-House: SEP 4<sup>th</sup>, or 10<sup>th</sup>, or 25<sup>th</sup> at 1:00 pm-3:00 pm**

**High Impact Resumes & ATS: ATS Friendly Resumes and Keywords and what Employers want and expect from potential candidates.**

**LIVE In-House: September 11<sup>th</sup> at 1:00 pm-3:00 pm**

**DO You Need Cover Letters? YES!**

The etiquette for applying online, and why employers still want Cover Letters for most jobs are discussed. 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.**

Make changes and follow-up with Ann Mossop, Employment Specialist: [ann.mossop@tdsb.on.ca](mailto:ann.mossop@tdsb.on.ca) for a time and date with Ann for follow-up.

**LIVE In-House: September at 1:00 pm-3:00 pm**

**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?