



AUGUST 2023

Monday	Tuesday	Wednesday	Thursday	Friday
	1	2 Creating an Effective Resume and Cover Letter 10am-12pm	3 Financial Literacy 1pm-3pm	4
7 Civic Holiday Office Closed	8	9 Better Jobs Ontario (BJO) Information Session 1pm-3pm	10	11
14 In-Person Networking with the Job Developers 1050 Upper Gage Avenue <i>Limited spots available</i> 9:30am-10:30am	15 Strategies for a Successful Job Search 10am-12pm	16	17 Succeeding in your Job Interview 1pm-3pm	18
21 In-Person Networking with the Job Developers 1050 Upper Gage Avenue <i>Limited spots available</i> 9:30am-10:30am	22	23 Better Jobs Ontario (BJO) Information Session 10am-12pm	24 Creating an Effective Resume and Cover Letter 1pm-3pm	25
28 In-Person Networking with the Job Developers 1050 Upper Gage Avenue <i>Limited spots available</i> 9:30am-10:30am	29	30	31 Strategies for a Successful Job Search 1pm-3pm	

Goodwill Career Centre: Workshop Outline



Networking with the Job Developers	Networking with the Job Developers meets in person every Monday at 9:30am. The group meets regularly to discuss job efforts, provide support, share job leads, and improve job-seeking skills. Consistently, those who participate in networking actively find jobs faster than those who do not participate. No registration required.
Better Jobs Ontario (BJO) Information Session <i>(Formerly Second Career)</i>	Complete information session about the Better Jobs Ontario (BJO) program. Attend virtually and see if you qualify. Bring all your questions and they will be answered by our specialist.
Creating an Effective Resume and Cover Letter	The resume is the base requirement for any job application and its importance cannot be overstated. Join us each week in this interactive workshop to learn how to make your resume effective, and land that interview you have been waiting for. We will examine the different resume styles to determine the best fit for you, discuss the importance of tailoring your resume, and provide you with the information you need to get past the Applicant Tracking System. Then, learn how to create a cover letter that stands out to employers and indicates that you are the prime candidate for the position.
Succeeding in your Job Interview	Can't seem to get beyond the interview to land the job? In this interactive workshop you will have the opportunity practice your interview answers in a safe and supportive environment. Our facilitators will provide you with proven techniques to answering common interview questions and the feedback you have been looking for to improve your interviewing skills.
Strategies for a Successful Job Search	Being successful in the modern job search requires strategies decision making and the right information. Join us in this interactive workshop to receive an overview of the strategies necessary to find employment. From understanding your employment services team and setting SMART goals to staying motivated and organized, this workshop will cover everything you need to know to get started and be successful in your job search.
Financial Literacy	With the high cost of living, financial literacy and budgeting skills are important now more than ever. This workshop is suitable for anyone with any level of financial literacy and will provide you the basic information you need to make your money work for you!