

Monday	Tuesday	Wednesday	Thursday	Friday
 <h1>December</h1>				1
4	5	6	7	8
 <p>9:30-3:00pm \$30</p>	<p><b>Career Planning</b> <i>Career Decision Making Part 1</i> 9:30 – 3:30</p>	<p><b>Youth Job LINK</b> <i>Youth Job Search Prep</i> 4:00 – 6:00</p>	<p><b>Career Planning</b> <i>Career Decision Making Part 2</i> 9:30 – 3:30</p>	 <p>1:00 PM</p>
11	12	13	14	15
 <p>9:30-3:00pm \$30</p>	<p><b>Career Planning</b> <i>Do What You Are</i> 9:30 – 12:00</p> <hr/> <p><i>Do What You Are</i> 1:00 – 3:30</p>	 <p>1:00 PM</p>	<p><b>Job Search Strategies</b> <i>Hidden Job Market</i> 9:30– 12:00</p> <hr/> <p><i>Hidden Job Market LinkedIn</i> 1:00 – 3:30</p>	 <p>10:30-11:30</p>
18	19	20	21	22
	<p><b>Job Search Strategies</b> <i>Resume Preparation</i> 9:30 – 12:00</p> <hr/> <p><i>Cover Letter Preparation</i> 1:00 – 3:30</p>	<p><b>Job Search Strategies</b> <i>Interviewing</i> 9:30 – 12:00</p> <hr/> <p><i>Interviewing</i> 1:00 – 3:30</p>	<p><b>Career Planning</b> <i>Labour Market</i> 9:30 – 12:00</p> <hr/> <p><i>Labour Market</i> 1:00 – 3:30</p>	
25	26	27	28	29
 <p>MERRY Christmas</p>	 <p>Office Closed</p> <p>Boxing Day</p>			



To register for these free workshops contact:  
**Career Solutions Corporation**  
 1367 Mosley Street, Wasaga Beach, ON, (705) 429-5543  
[info@careersolutions.ca](mailto:info@careersolutions.ca) [www.careersolutions.ca](http://www.careersolutions.ca)



## You begin here:

### *Job Search GIS*

Don't know where to begin with your job search? Not sure if you qualify for some of the government funded programs? This general information session (GIS) will give you an idea of where to start. The steps to job search success will be our guide as we review what is needed in today's competitive job market as well as the programs that could be available to assist you.

## Are you considering re-training, self-employment or not sure what type of work you are interested in?

### *2 – Day Career Decision Making*

- ✓ Designed for clients who are exploring career options and possibly considering re-training
- ✓ Several assessment tools are used to assist you in determining the best fit for your needs

### *Do What You Are – Part 1 & Part 2 (\*We advise that you should take Career Decision Making prior)*

- ✓ Understand your strengths and what makes you unique
- ✓ Learn about your "TYPE" and what occupations and fields are the best fit for you
- ✓ Explore assertive communication in job search and interviewing that impact your chances for being hired

### *Labour Market – Part 1 & 2*

- ✓ Find the information you need to make decisions that will affect your job search, career exploration and help to complete training plans
- ✓ Use resources such as the internet, published articles, newspapers and reports to do your research

## Are you job searching and know the type of work you want?

### *Cover Letters that Work*

- ✓ Use words that serve as your voice and communicate your style
- ✓ Learn techniques for writing concise, effective letters that entice employers to call you for an interview

### *Resume Writing*

- ✓ Resume styles to best demonstrate your skills to create your professionally targeted resume to get you the interview

### *Interviewing for Success – 2 Days*

- ✓ Learn about the different types of interviews and preparation strategies
- ✓ Discover techniques employers use to find out more about you and how to read and use your body language to your advantage!
- ✓ Respond effectively to standard and behavioural interviewing questions

### *Discover the Hidden Job Market*

- ✓ Receive the inside scoop on job openings
- ✓ Get the information about occupations from credible sources by performing **Information Interviews** and using **Social Media** to assist you with your job search efforts
- ✓ Become effective at networking by creating your own style to suit your personality

### *Self-Esteem & the Job Search - Part 1 & Part 2*

✓ Jack Canfield, author of the Chicken Soup books: This inspiring workshop employs a combination of video viewing, group interaction, and written self-exploration. Find encouragement to take charge of your job search, build a strong support, system, and connect with the people and resources that can help you make the employment changes that are right for you and your life.

### *Job Link Career Prep*

- ✓ For young adults between the ages 15-29, explores careers, labour market, personal, and life & work decision making skills.
- ✓ Career Exploration
- ✓ Job Search
- ✓ Understanding Today's Work Force