



# Job Search Services

*Resources to open doors*

## Workshop & Events Calendar

### August - October 2010

#### **5 Steps to Employment Success**

The 5 Steps to Employment Success Workshop is made up of five modules: Introduction to Career Exploration; Job Searching Techniques; Networking; Interview Skills; Follow-up. Sign up for this workshop and you'll learn about effective job searching strategies such as networking, following up with employers, interview skills and much more.

#### **Assertive Communication**

What is your communication style? Do you deal effectively with your emotions? This workshop will help you answer these questions and also provide additional tools that can be used to maximize your communication skills.

#### **Interview Skills to Open Doors**

After completion of this workshop, you will gain confidence in dealing with a variety of interview topics, such as: behavioral questions, commonly asked questions, and difficult questions. During the day, information will be provided on verbal/non-verbal communication, coping techniques, and a mock interview will be tailored to your career choice.

#### **What Work Works for Me?/Managing Change & Transition**

3 days of personality and career strength exploration, in a fun and relaxed atmosphere. Discover the pieces of your personality and find out how you can use this insight to decide on the right job for you!

Change cannot be avoided. However, we can learn to effectively manage change and transitions in our daily lives. This workshop will explore various techniques for dealing more effectively with change and transitions, understanding the job loss cycle and what happens in the "Neutral Zone".

***You must be referred into our workshops by a Job Search Services Case Manager. Ask our friendly staff for more information! You may also call 435-0957 ext. 227 to set up an appointment.***

***See our calendar on the reverse...***

*Visit us at: [www.jobsearchservices.ca](http://www.jobsearchservices.ca)*

Mon	Tue	Wed	Thu	Fri
2 Natal Day JSS-Closed	3 9-4, 2 day, 5 Steps to Employment Success	4	5 Managing Change & Transition 10-3	6
9 10-4, 2 day, Assertive Communication	10	11 9-4, 2 day, Interview Skills to Open Doors	12	13
16	17 9-4, 2 day, 5 Steps to Employment Success	18	19	20
23	24	25	26	27
30	31			
Mon	Tue	Wed	Thu	Fri
		1	2	3
6 Labour Day JSS Closed	7	8 9-4, 2 day, Interview Skills to Open Doors	9	10
13 PLA Orientation	14 9-4, 2 day, 5 Steps to Employment Success	15	16	17
20	21 10-4, 3 day, What Works For Me?	22	23	24
27	28	29 10-4, 2 day, Assertive Communication	30	
Mon	Tue	Wed	Thu	Fri
				1
4	5	6 9-4, 2 day, 5 Steps to Employment Success	7	8
11 Thanksgiving JSS Closed	12 10-4, 3 day, What Works For Me?	13	14	15
18	19	20 9-4, 2 day, Interview Skills to Open Doors	21	22
25	26	27 10-4, 2 day, Assertive Communication	28	29

August

September

October