

WoodGreen Employment Services September 2019 Workshop Calendar

To register please call (416) 645-6000, 989 Danforth - ext. 2218, 1080 Queen St E - ext. 2316, 1533 Victoria Park ext. 2900

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2 LABOUR DAY	3 *Targeted Résumé Preparation 9:30 a.m. – 12 noon *Accomplishments for Job Search 1:00 – 3:30 p.m. *Both @ 1533 Victoria Park	4 *Types of Résumés 9:30 a.m. – 12 noon *Hands-on Résumé Creation & Revision, Part 1 <i>(must have attended morning session)</i> 1:00 – 3:30 p.m. *Both @ 1533 Victoria Park Résumé Critiques 2:00– 4:30 p.m., by appointment 989 Danforth	5 * Hands-on Résumé Creation & Revision, Part 2 9:30 a.m. – 12 noon * Hands-on Résumé Creation & Revision, Part 3 1:00 – 3:30 p.m. *Both @ 1533 Victoria Park **Hiring Event** Tradition Fine Foods Starting at 11 a.m. 1533 Victoria Park	6 * Job Search Letters 9:30 a.m. – 12 noon * Hands-on Letter Creation <i>(must have attended morning session)</i> 1:00 – 3:30 p.m. *Both @ 1533 Victoria Park
9 *Networking Strategies, Part 1 9:30 a.m. – 12 noon * Networking Strategies, Part 2 1:00 – 3:30 p.m. *Both @ 1533 Victoria Park	10 *Networking Strategies, Part 3 9:30 a.m. – 12 noon *Networking Strategies, Part 4 1:00 – 3:30 p.m. *Both @ 1533 Victoria Park	11 *Résumé Critiques 9:30 a.m.– 12 noon, by appointment *Job Search Club 2:00 – 4:00 p.m. *Both @ 1533 Victoria Park	12 *Interviews: Making Best Impressions 9:30 a.m. – 12 noon *Most Common Interview Questions 1:00 – 3:30 p.m. *Both @ 1533 Victoria Park Second Career Part 2 1:00– 3:00 p.m. 989 Danforth	13 Interview Practice 9:30 a.m. – 3:30 p.m. 1533 Victoria Park
16 Mock Interviews with Recruitment Advisors 9:30 a.m. – 12 noon 1533 Victoria Park *Targeted Résumé Preparation 9:30 a.m. – 12 noon *Accomplishments for Job Search 1:00 – 3:30 p.m. *Both @ 989 Danforth	17 *Types of Résumés 9:30 a.m. – 12 noon *Hands-on Résumé Creation & Revision, Part. 1 <i>(must have attended morning session)</i> 1:00 – 3:30 p.m. *Both @ 989 Danforth	18 Job Search Club 2:00 – 4:00 p.m. 1533 Victoria Park	19 LinkedIn 1:30 – 4:00 p.m. 989 Danforth Résumé Critiques 2:00– 4:30 p.m., by appointment 1080 Queen St. E.	20 *Hands-on Résumé Creation & Revision, Part 2 9:45 a.m. – 12 noon *Hands-on Résumé Creation & Revision, Part 3 1:00 – 3:30 p.m. *Both @ 989 Danforth

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MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>23</p> <p>* Job Search Letters 9:45 a.m. – 12 noon</p> <p>* Hands-on Letter Creation (must have attended morning session) 1:00 – 3:30 p.m. *Both @ 989 Danforth</p>	<p>24</p> <p>*Networking Strategies, Part 1 9:45 a.m. – 12 noon</p> <p>*Networking Strategies, Part 2 1:00 – 3:30 p.m. *Both @ 989 Danforth</p> <p>Second Career Part 2 2:00 – 4:30 p.m. 1533 Victoria Park</p>	<p>25</p> <p>Résumé Critiques 9:30 a.m. – 12 noon, by appointment 1533 Victoria Park</p> <p>Job Search Club 2:00 – 4:00 p.m. 1533 Victoria Park</p> <p>Smart Serve 1:30 p.m. – 4:30 p.m. 1080 Queen St. E.</p>	<p>26</p> <p>*Networking Strategies, Part 3 9:45 a.m. – 12 noon</p> <p>Networking Strategies, Part 4 1:00 – 3:30 p.m. *Both @ 989 Danforth</p>	<p>27</p> <p>*Interviews: Making Best Impressions 9:45 a.m. – 12 noon</p> <p>*Most Common Interview Questions 1:00 – 3:30 p.m. *Both @ 989 Danforth</p>
<p>30</p> <p>Interview Practice 9:45 a.m. – 3:30 p.m. 989 Danforth</p>	<p>October 1</p> <p>Mock Interviews with Recruitment Advisors 9:45 a.m. – 12:15 p.m. 989 Danforth</p>			

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United Way
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Posted August 28, 2019

Prerequisites for Résumé workshops:

Please bring a detailed job posting for your occupation.

In order to attend the *Hands-on Résumé Creation & Revision* sessions, you must have attended at minimum the *Types of Résumé* workshop and have a detailed job posting.

Résumé Critiques are individual and 45 minutes in length, so please ensure you arrive a little early for your appointment. Please bring a detailed job posting with you.

Interview Workshops:

To attend *Interview Practice* you must have attended *Most Common Interview Questions*

To Attend *Mock Interviews with Recruitment Advisors* you must have attended *Interview Practice*