



YMCA Workshops

Etobicoke Albion Road
YMCA Centre
1530 Albion Road, Unit 83
(416) 741-8714

Mon., Wed., Friday: 8:30 a.m. – 5:00 p.m.
Tuesday, Thursday: 8:30 a.m. – 8:00 p.m.
Saturday: 10:00 a.m. – 2:00 p.m.



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OCTOBER 2018

www.ymcagta.org/getajob

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Job Search Workshop 2:00-4:00	3 Networking-Informational Interview Workshop 10:00-12:00	4 Accenture Online Learning Workshop 4:00-5:00	5 STAFF MEETING	6 CENTER CLOSED
8 THANKSGIVING CENTER CLOSED	9 Interview Skills Workshop 2:00-4:00	10 Magnet–Job Search Workshop 2:00-4:00	11 Second Career Orientation 10:00 a.m. – 12:00 p.m.	12	13 CENTER OPEN
15	16 Accenture Online Learning Workshop 11:00-12:00	17 BASIC MS WORD Workshop 2:00-4:00	18	19	20 CENTER OPEN
22	23 Interview Skills Workshop 10:00-12:00	24 Job Search Workshop 10:00 -12:00	25 Networking- Informational Interview Workshop 2:00-4:00	26	27 CENTER OPEN
29	30 Magnet–Job Search Workshop 1:30-3:30	31			

TIRED OF LOOKING?

Meet with one of our *Employment Counselors*.
We can help you find work ☺ (416) 741-8714
/or
ymcagta.org/employment



Workshops especially designed for newcomers to Canada, but open to any individual.
* May require registration with LOP program

Funded by:

Financé par :



Citizenship and
Immigration Canada

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Immigration Canada





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OCTOBER 2018 WORKSHOPS

BUILD THE SKILLS TO UNDERTAKE AN EFFECTIVE JOB SEARCH!

1. Interview Skills

- Learn how to present yourself positively and answer common interview questions.
- Understand what to do prior, during, and after the interview to be successful.
- Get tips on handling some of the tougher interview questions often encountered.

2. Networking & Information Interviews

- Learn some of the strategies to develop and exercise your networks and use them effectively to land a job.
- Find out what tools and resources are available to build your contacts.
- Discover how to prepare your “30-second commercial” and how to penetrate the hidden job market.

3. Magnet-Job Search

- This workshop will introduce a Canadian innovative job search tool.
- We will walk you through the steps of building a profile with multimedia integration that is sure to make you stand out of the crowd.

4. Second Career Orientation

- This workshop provides a broad overview to the Second Career application process.
- Participants will discern whether the Second Career Program is the best fit for them and the steps required in the Second Career process.

5. Social Media Networking

- This workshop allows you to familiarize yourself with the use of social media sites such as LinkedIn and Facebook and how to use them in your job search.
- Strengths to using each of these social networking websites and a comparison of the two sites will be examined.
- The use of specific features on LinkedIn will also be examined to help individuals maximize the effectiveness of the site.

6. Microsoft Office Word

Learn how to

- Apply different formatting features
- Save documents in different location
- Edit page margins and size
- Adjust page layout
- Insert tables, shapes, headers and footers
- Check spelling and grammar

7. Job Search

- Learn how to prepare for your job search, how to use your time effectively while job searching, organizational skills, how to optimize your search and participants are provided with job search tools to assist them.

8. Accenture Workshop

Train yourself on variety of courses and skills like professional and foundational skills, career search, etc. You will be registered and given access to "Accenture", a broad interactive online learning platform.



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FOR NEWCOMERS

1. Newcomer Information Services

• A Newcomer Information Specialist will assist Newcomers with knowledge about settlement services and provide referrals. The Newcomer Information Specialist is available every **Tuesday and Wednesday from 9:00 am-5:00 p.m.** To book an appointment please ask at the front desk or call (416) 741-8714

2. Assessment and Case Management Services

• Clients have the opportunity to meet with counselors who will help them develop an individualized employment action plan based on their interests and agreed upon objectives. Access is provided to various programs to help individuals achieve their employment and training goals. Career and employment programs are designed to help unemployed and out of school individuals find and maintain employment. Participants with the help of an employment counselor will develop an Employment Action Plan, which provides them with career development tools and access to job development assistance.

3. Youth Leadership Development

Designed especially for youth between 11 and 24 years old, the program takes the best of today's youth and helps them become the leaders of tomorrow. The YMCA Youth Leadership Program

combines leadership training, teamwork, self-government, and volunteer placement to help build confidence – and connections. The program can open doors for you, giving you the opportunity to: Meet other youth, Build new skills, Participate in your community, Earn volunteer hours.

YOUTH SEXUAL HEALTH CLINIC:

A Nurse Practitioner and a Public Health Nurse will be available every **Thursday from 3:00 p.m.-6:00 p.m.**

Services include;

- Anonymous HIV testing
- Birth Control counselling, options and prescriptions
- Pregnancy options counselling
- Sexually transmitted Infections testing
- Free treatment for STDs
- Emergency Contraception (or Morning After pill)

The service is free of charge for youth up to 30 years of age.

The service is confidential and no Health card is needed.

VOLUNTEER

Our volunteers contribute over 325,000 hours of service annually helping our communities become home to the healthiest children, teens and young adults. There are many benefits to volunteering. While you are learning new skills, building your Canadian experience, meeting new people and making friends you are also helping people improve their overall health, supporting children and youth as they grow into adults, helping newcomers settle in Canada and making a difference in your community. The YMCA has a wide variety of volunteer opportunities to match your passion, skills and schedule. **To find out more about Volunteering attend one of our information sessions. To sign up please ask at the front desk or call (416) 741-8714**

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Resume & Cover Letter Help

Resume and cover letter help is available in the centre on a one-on-one basis. Scheduled appointments are available Monday through Friday. These appointments can be made in person or over the phone.



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