


Hours of Operation
Monday, Wednesday, Thursday and Friday 9:00 a.m. – 4:00 p.m.
Tuesday 9:00 a.m. – 7:00 p.m.
CLOSED BETWEEN 12:00P.M. – 1:00P.M.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Resource & Information Centre closed 12:00 p.m. – 1:00 p.m. daily		1 Group Intake Session 10:00 a.m. – 11:00 a.m.	2 Group Intake Session 10:00 a.m. – 11:00 a.m.	3
6 Group Intake Session 2:00 p.m. to 3:00 p.m. Developing Your Resume 2:00 p.m. - 4:00 p.m.	7 Evening hours open until 7pm	8 Group Intake Session 10:00 a.m. – 11:00 a.m. Self Employment Information Session 10:00 a.m. – 12:00 p.m.	9 Group Intake Session 10:00 a.m. – 11:00 a.m. Second Career Information Session 10:00 am -12:00 p.m.	10
13 Group Intake Session 2:00 p.m. to 3:00 p.m. Labour Market Information 2:00 p.m. – 4:00 p.m.	14 Interview to Win 2:00 p.m. – 4:00 p.m. Evening Hours open until 7pm	15 Group Intake Session 10:00 a.m. – 11:00 a.m. Know Your Rights in the Workplace Toronto Workers' Health & Safety Legal Clinic 2:00 p.m. – 4:00 p.m.	16 Group Intake Session 10:00 a.m. – 11:00 a.m. Internet/Social Media Job Search 2:00 p.m. – 4:00 p.m.	17
20  Family Day JobStart Closed	21 Credit Counselling Information Session 10:00 a.m. – 12:00 p.m. Identifying Your Interests to Explore a Career Path 2:00 p.m. – 4:00 p.m.	22 Mentorship/Newcomer Services Info Session 2:00 p.m. – 4:00 p.m. Group Intake Session 10:00 a.m. – 11:00 a.m.	23 Group Intake Session 10:00 a.m. – 11:00 a.m. Developing Your Cover Letter 10:00 a.m. – 12:00 p.m.	24 Second Career Information Session 1:30 pm - 3.30 p.m.
27 Developing Your Resume 10:00 a.m. - 12:00 p.m. Group Intake Session 2:00 p.m. to 3:00 p.m.	28 Interview to Win 10:00 a.m. – 12:00 p.m. Evening Hours open until 7pm	29 Group Intake Session 10:00 a.m. – 11:00 a.m. Cold Calling and Networking 10:00 a.m. - 1:00 p.m.		

To register call: 416-231-2295, ext. 5722 or visit our website: www.jobstartworks.org
219 Dufferin St. Building #201, Ground Floor – Suite 1C, Toronto, ON M6K 3J1



JobStart Employment Workshop Description

Group Intake Session	Attend this session to find out about the variety of JobStart employment services available to anyone 16 years or older. which are available to you.
Developing Your Resume	You will learn how to create a resume targeted to a specific occupation. Find out what goes in a resume; discover your transferable skills. You will explore the different types of resumes.
Self Employment Information Session	Are you interested in self employment but don't know where to start? Attend this session to find out about the various programs and options available to help you get your business off the ground.
Second Career Information Session	For individuals unemployed and laid off on or after January 1, 2005. If you are eligible, you may be able to apply to participate in a skills training program. Attend the session to find out if you meet eligibility and suitability criteria.
Labour Market Information	Labour Market Information can be overwhelming and confusing. Learning what it is and how to use it can help you find a job. You will learn what jobs and skills employers are looking for, which industries are hiring and where to find employers who are hiring.
Interview To Win	Explore the role and importance of the interview in the job search process. Learn practical tips, techniques and strategies.
Know Your Rights In The Workplace	Carl Kaufman, Community Legal Worker with Toronto Workers' Health & Safety Clinic, discusses health and safety problems at work as well as other areas of workplace law including employment standards, wrongful dismissal, human rights, Canada Pension Plan disability, employment insurance sick benefit, WSIB.
How to Find a Job using the Internet and Social Media Sites	80 % of Canadian employers said they use or plan to use social media sites to search for potential employees. Find out which sites are most popular and how to make your pitch using Facebook, LinkedIn and other sites.
Credit Counselling Information Session	Daniel Chometa from Consolidated Credit Counseling Services of Canada will explore the pros and cons of using credit, how to cope with financial stress and how to get yourself out of trouble.
Identifying Your Interests To Explore A Career Path	Confused about your career path? Considering a career change, but uncertain which field to choose? The Jackson Vocational Interest Survey (JVIS) is a comprehensive assessment that pinpoints which academic and career fields would be best suited for individuals, based on their unique sets of interests.
Mentorship/Newcomer Services Information Session	Learn about JobStart services for newcomers including the Mentoring Partnership, community resources and the Job Search Workshop program covering topics such as pre-employment job search assistance, Canadian employment standards and how to succeed in the Canadian job market. The workshop will benefit permanent residents, landed immigrants and convention refugees.
Developing Your Cover Letter	Learn how to create the best cover letter to help you get that all important interview!
Cold Calling & Networking	Cold calling for jobs can be a nerve wracking experience. You will learn tips on how to cold call with confidence.