

Hamilton - September Workshops

<p>Resume Writing</p>	<p>Have you sent your resume out to a lot of employers but have received no interviews? We can assist you. We will examine different styles of resumes and you will leave with a rough draft.</p>
<p>Cover Letters</p>	<p>Once your resume is prepared and you've established which jobs you would like to apply for, a cover letter will increase your chances of being considered for an interview! Join us to learn how to develop a cover letter and alter it for every job you apply for; to make you a prime candidate!</p>
<p>Interactive Interviews</p>	<p>Can't seem to get beyond the interview to land the job? We will explore various questioning styles as well as the importance of presentation. Learn and practice the various styles of interviews and how to ace them. We will put your new skills to work for you! In this interactive workshop, you will be role-playing interview situations. So please come prepared to participate.</p>
<p>The Unique You</p>	<p>Just as no two snowflakes are alike; you are like no one else. Have you ever wondered what makes you different? What makes you special and unique? Learn how to stand out from the crowd and set yourself apart from your peers and competitors. This workshop will help you identify and focus on your unique strengths, minimize your weaknesses and take advantage of opportunities. It will show you how to develop a network, iconic statement and sell yourself to others.</p>
<p>Kick Start Your Job Search</p>	<p>Get a kick start on your job search. Learn how to cope with job loss; access the hidden job market; make cold calls; develop a killer resume and ace that interview. This workshop takes a snapshot of the key things you will need to know to effectively kick start your job search activities</p>
<p>Internet Job Searching</p>	<p>We now live in a world of technology and employers have jumped aboard. We will learn about internet sites, filling out on-line applications, researching companies and emailing. Come learn how to surf the web like a pro and find a job at the same time. This is for individuals that have limited internet experience.</p>
<p>Manage Your Life, Manage Your Stress (Stay and Become Job Ready)</p>	<p>An interactive workshop discussing the effects of stress, job loss and unemployment on your life. Life and time management coping strategies will be learned to help relieve the stress and anxiety in your life during the job search process. Take the steps you need to stay and become job ready.</p>
<p>Empowering Yourself</p>	<p>If you've ever asked yourself how or why some people appear more empowered in life than you do, then this workshop might be for you. Why not find out what their secret is and learn how to empower yourself in this interactive workshop!</p>
<p>Question Period</p>	<p>Do you have some questions that need answered or do you require some guidance on a specific topic? Come into our drop-in session and have your queries answered. For help critiquing a resume or cover letter, last minute interview preparation, direction on completing forms or for help gaining some focus on your career path, this drop-in session will give you an opportunity to talk to our Employment Counselors and gain the insight that you need.</p>