



975 MEYERSIDE DRIVE, MISSISSAUGA, ON L5T 1P9 • 905.670.1967 • WWW.PEELCAREER.COM

## AUGUST 2017 ERC & WORKSHOP CALENDAR

\*Space is limited so please call 905.670.1967 or email [erc@peelcareer.com](mailto:erc@peelcareer.com) to register!\*

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	<b>1</b> Life/Essential Skills 5: Time Management and Goal Setting 9am - 11:30am	<b>2</b>	<b>3</b>	<b>4</b>
<b>7</b>  <b>Office Closed</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b> <b>11/12</b> <b>MOSAIC FESTIVAL</b> <b>Celebration Square</b> Fri. 11 <sup>th</sup> – 3 – 11 pm Sat. 12 <sup>th</sup> – 11 – 11pm
<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
<b>21</b>	<b>22</b> Life/Essential Skills 6: Problem Solving and Decision Making 9am - 11:30am	<b>23</b>	<b>24</b>	<b>25</b>
<b>28</b> Second Career Info Session 9:30am - 10:30am	<b>29</b>	<b>30</b>	<b>31</b> Interview Skills: Convince the Employer to hire <b>YOU!</b> 9am - 11:30am	

ERC Hours: Monday - Thursday: 8am - 4pm, Friday: 8am - 12pm  
\*closed Monday to Thursday between 12pm and 1pm for lunch\*



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### CORE MONTHLY WORKSHOP DESCRIPTIONS

**Resume Workshop:** Learn about different resume styles and how to select the most effective style for you. In this workshop you will learn how to develop a resume that gets the employers attention and captures their interest so that they will contact you for an interview!

**Interview Skills - Convince the Employer to Hire YOU!:** Learn how to effectively answer common and challenging interview questions and practice during a group and/or one-on-one mock interview!

**Second Career Info Session:** A comprehensive review of the Second Career program eligibility requirements and detailed step-by-step information regarding the application process.

### PROFESSIONAL DEVELOPMENT WORKSHOP DESCRIPTIONS

**Job Search Boot Camp:** Attend our Boot Camp training sessions to strengthen your job search muscle. You will develop key strategies to "brush up" on your employability fitness and accelerate your job search - a must attend for those who need to STAND OUT in the highly competitive job search market! This Job Search Boot Camp is jam-packed with information that can give you the competitive edge. You will walk away with increased confidence and insider HR tips and tricks to help you land your ideal job!

1. How strong is your job search muscle? Self analysis for planning and success!
2. Dressing for success and how to hone your elevator pitch
3. Healthy job search habits for success: how to stay motivated throughout your search
4. Who is looking at you online? Tips that make LinkedIn do the job hunt for you
5. Behavioural based interview questions and how to answer these questions like a rock star!
6. Wage negotiation, challenging references and job retention

**Personality Dimensions:** "The Personality Dimensions workshop will allow you to have a clearer understanding of yourself and an appreciation of others. It will also provide you with a valuable base for empowering communication with others. You can use it as a reference to help you put your PD learning into action at work, at home, with friends, and in your community – in all aspects of your life."

**Life/Essential Skills workshops:** Designed to assist clients with coping with job loss, the process of self repair and setting goals. The workshop is a six part series that tackles:

1. Managing Job Loss
2. Job Retention
3. Identifying Skills and Building Self Esteem
4. Conflict Resolution and Anger Management
5. Time Management and Goal Setting
6. Problem Solving and Decision Making

**Workshops are available to everyone FREE of charge!**

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