

North Island Employment Workshops and Events Calendar

~ January 2012 ~

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----|--|---|---|---|--------------------------------------|-----|
| 1 | 2 NIEFS CLOSED  | 3 | 4 Job Trends 9 am - noon | 5 | 6 Coach's Corner 10 am – noon | 7 |
| 8 | 9 Coach's Corner 10 am – noon | 10 Your Top Skills 9am – 3 pm | 11 Career Assessments 9 am – 3pm | 12 Career Research 9-12 | 13 Coach's Corner 10 am – noon | 14 |
| 15 | 16 Coach's Corner 10 am – noon Work Wise 45+ 9:30-12:00 | 17 Resume Essentials 9 – 12 Cover Letter Essentials 1 – 3:30 Work Wise 45+ 9:30-12:00 | 18 Job Search Essentials 9 – 12 Job Trends 9 am - noon | 19 Interview Essentials 9 am – 12 Internet & Email Essentials 1 – 3:30 | 20 Coach's Corner 10 am – noon | 21 |
| 22 | 23 Coach's Corner 10 am – noon Work Wise: 9:30-12 | 24 Work Wise: 9:30– 12 | 25 | 26 Exploring Self Employment 9 am – 3 pm | 27 Coach's Corner 10 am – noon | 28 |
| 29 | 30 Coach's Corner 10 am – noon Work Wise: 9:30– 12 | 31 Resume Essentials 9 – 12 Cover Letter Essentials 1 – 3:30 | Get Your Job Search into gear for the New Year! <ul style="list-style-type: none"> • <u>Your Top Skills</u>: Find out which are your best skills – the ones that are most attractive to employers • <u>CR Job Trends</u>: Find out what job opportunities are growing in Campbell River & on the Island • <u>Resume, Cover Letter & Job Search Essentials</u>: Get your resume & job search tools in top shape & get noticed | | | |

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| 5 | 6 Work Wise: 9:30– 12 Your Top Skills 9am – 3 pm | 7 17 Resume Essentials 9 – 12 Cover Letter Essentials 1 – 3:30 | 8 Job Trends 9 am - noon Job Search Essentials 9 – 12 | 9 Interview Essentials 9 am – 12 Internet & Email Essentials 1 – 3:30 | 10 Coach's Corner 10 am – noon | 11 |
| 12 | 13 Coach's Corner 10 am – noon Work Wise: 9:30– 12 | 14 Career Assessments 9 am – 3pm | 15 Oil/Gas & Mining Sector is it for Me? 9am-12 | 16 Exploring Oil/ Gas & Mining 9am - 12 | 17 Coach's Corner 10 am – noon | 18 |
| 19 | 20 Coach's Corner 10 am – noon Work Wise: 9:30– 12 | 21 Resume Essentials 9 – 12 Cover Letter Essentials 1 – 3:30 | 22 Job Trends 9 am – noon Oil/Gas and Mining Distance Job search 9am-12pm | 23 Oil/Gas and Mining Distance Job search 9am-12pm | 24 Exploring Self Employment 9 am – 3 pm | 25 |
| 26 | 27 Coach's Corner 10 am – noon | 28 | 29 | Oil/Gas and Mining Workshops: Wondering.... Is this a field I want to work in? What is this Industry looking for in applicants? What jobs are available? How do I apply for work from Campbell River? Register for Oil/Gas and Mining series of workshops on Feb 15, 16, 22 and 23 rd . Please call NIEFS to register 250-286-3441 | | |

NORTH ISLAND EMPLOYMENT WORKSHOPS

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| <p style="text-align: center;">JOB TRENDS</p> | <p style="text-align: center;">CAREER ASSESSMENTS</p> |
| <p>Find out -</p> <ul style="list-style-type: none"> ▪ Jobs that are growing in Campbell River and the North Island. ▪ How labour market information helps you choose a solid career or job for the future | <p>A perfect place to start -</p> <ul style="list-style-type: none"> ▪ Learn how your interests, values and strengths point to jobs and careers that you will excel at ▪ Look into different careers or occupations that suit you |
| <p style="text-align: center;">YOUR TOP SKILLS</p> | <p style="text-align: center;">CAREER RESEARCH</p> |
| <p>Identify -</p> <ul style="list-style-type: none"> ▪ your work skills and strengths that are in-demand by employers ▪ How to highlight your top skills to employers | <p>The best ways to research -</p> <ul style="list-style-type: none"> ▪ different occupations to choose a lasting career ▪ what qualifications employers look for ▪ where to get the qualifications you need |
| <p style="text-align: center;">JOB SEARCH ESSENTIALS SERIES</p> | <p style="text-align: center;">WORKWISE</p> |
| <p>All the ingredients for success -</p> <ul style="list-style-type: none"> ▪ a winning RESUME & COVER LETTER that gets you noticed ▪ the #1 JOB SEARCH method & other effective strategies ▪ Confidence in approaching employers and during INTERVIEWS ▪ Take your job search to a new level by learning how to use the INTERNET to find work | <p>For experienced and professional workers -</p> <ul style="list-style-type: none"> ▪ Share job leads ▪ Advanced job search techniques and tools ▪ Prepares you to approach employers with confidence <p>WORK WISE 45+</p> <ul style="list-style-type: none"> ▪ 2 day workshop ▪ Share your experiences as a mature job seeker ▪ Network with others, share concerns and assumptions about job searching |
| <p style="text-align: center;">COACH'S CORNER & COACH-ON-THE-GO</p> | <p style="text-align: center;">EXPLORING SELF-EMPLOYMENT</p> |
| <p>Daily help -</p> <ul style="list-style-type: none"> ▪ Fine tuning your resume & cover letters ▪ Applying for jobs including online jobs ▪ Following up job leads, cold calling & approaching employers ▪ Preparing/coaching for a job interview | <p>Is Self-Employment for you?</p> <ul style="list-style-type: none"> ▪ Find out what it takes to be self-employed ▪ Identify your entrepreneurial skills and strengths ▪ Learn about resources and programs to help you get started down the path of self-employment |
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**Ask your Employment Advisor
or your Client Advisor
which of these programs will best
assist you in your job search.**