



springboard
CONNECT. INSPIRE. ACHIEVE.

EMPLOYMENT SERVICES

September

Our team of Employment Specialists and Recruitment and Retention Specialists are working virtually to support you with your employment needs, including:

- Employment counselling via phone, Skype, or Zoom
- On-site appointments available, must call to pre-book.
- Resume and Video Resume services
- Pre-employment webinars
- Better Jobs Ontario support
- Virtual job fairs and paid placements
- Online skills training and certification for WHMIS, Smart Serve, Food Handler, Customer Service, and Psychological First Aid

To register for our services or to speak with an Employment Specialist, please [click here to register!](#)



3195 Sheppard Ave E.,
Unit 105
Toronto, ON

MON	TUE	WED	THU	FRI
Important and Commemorative Days September 30 - National Day for Truth and Reconciliation Second week of September - Mennonite Heritage Week Fourth week of September - Gender Equality Week 			1 Winning Resume/ Cover Letter Webinar 11:00 am – 12:00 pm	2 One-on-One Resume/Cover Letter/ Mock Interview By Virtual Appointment Only Settlement Services in Partnership with CCS By Virtual Appointment Only
5 Labour Day Office Closed	6 Up with Women Information Session Webinar 1:00 pm – 2:00 pm	7 Get Hired: Interview Skills Webinar 11:00 am – 12:00 pm	8 Discover Ability Network Profile Creation Session Webinar 11:00 am – 12:30 pm	9 One-on-One Resume/Cover Letter/ Mock Interview By Virtual Appointment Only Settlement Services in Partnership with CCS By Virtual Appointment Only
12 Occupational Research and Enhanced Job Search Webinar 11:00 am – 12:00 pm	13 BounceBack: Build Skills For Positive Mental Health Webinar 2:00 pm – 3:00pm	14 Better Jobs Ontario Information Session Webinar 11:00 am – 12:00 pm	15 Discover Ability Network Follow Up Webinar 11:00 am – 12:00 pm	16 One-on-One Resume/Cover Letter/ Mock Interview By Virtual Appointment Only Settlement Services in Partnership with CCS By Virtual Appointment Only
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26 CRA Scams – Protect Yourself Against Fraud Webinar 1:00 pm – 2:00 pm	27 Introduction to MS Excel Webinar 1:00 pm – 2:00 pm	28 Virtual Hiring Event Register 12:00 pm – 5:00 pm	29 LinkedIn & Networking with Corwin Miller Webinar 1:00pm– 2:00 pm	30 One-on-One Resume/Cover Letter/ Mock Interview By Virtual Appointment Only Settlement Services in Partnership with CCS By Virtual Appointment Only

One-on-One Mock Interviews/Resume/Cover Letter Writing

Book a 1:1 appointment with a Springboard staff to brush up on your interview skills or review your resume and cover letter!

Get Hired: Interview Skills

Learn interview skills techniques and how to tackle some of the most common interview questions.

Winning Resume and Cover Letter

Learn to create and update a resume and cover letter to get the job you want.

Better Jobs Ontario Information Session (Formerly Second Career)

Learn about you how you may qualify for skills training for in-demand jobs and receive financial support through government funded Better Jobs Ontario Program.

Occupational Research and Enhanced Job Search

Learn to maneuver through today's job market and find the right job for you.

LinkedIn & Networking

Learn how to make an effective LinkedIn profile and use LinkedIn to network and job search. Corwin Miller, an Employment Specialist at Springboard with vast knowledge and experience in networking and forming meaningful connections will share his expertise in the subject.

Discover Abilities Profile Creation Session and Follow Up

Are you a job seeker with a disability? Join us to learn how the Discover Ability Network can connect you with inclusive employers. In this session we will be introduced to the Discover Ability Network and learn how it can support your job search, followed by a step-by-step walk-through of how to register and create your own profile to kick start your job search. A follow up session is offered for individuals who want to learn how to optimize their profile.

Up with Women Information Session

Up with Women is a free program that helps low income and/or marginalized women and gender diverse individuals aged 18-65+ rebuild their lives and find a sustainable path out of poverty. The program offers monthly professional coaching, self understanding, and group learning and support for a variety of topics. Join us to learn more about the program and the process to apply!

BounceBack Information Session

Join us as a representative from Canadian Mental Health Association presents an interactive virtual webinar. Through activities, discussions and relatable scenarios, participants will make connections with others by hearing from those experiencing struggles, learn how to identify the signs of stress, anxiety, and depression, and receive practical strategies that can help them to reduce their symptoms. Additional information will be provided about BounceBack, a free, self-guided program and available to those residing in Ontario who are 15 years or older and may be experiencing mild to moderate depression, anxiety, low mood, stress or worry.

CRA Scams – Protect Yourself Against Fraud

The goal of this information session is to teach people how they can protect themselves from the ongoing CRA scams. After the presentation, the floor will be opened for discussion where participants can share their experiences and stories. Additionally, examples will be shared of different types of fraud. Tips will be provided to help participants avoid becoming victims of fraud in the future.

Settlement Services in Partnership with Catholic Crosscultural Services (CCS)

Houri Sahba, a settlement worker from CCS in partnership with Springboard will provide the following information on Fridays via virtual appointments:

- Providing information and support about legal, childcare, housing, health, education and career
- Providing support with Immigration issues and applications for Citizenship, PR card, protected person applications, family sponsorship, subsidized housing, Employment Insurance, ODSP, OW, Taxes, CCB, GST/HST credit and other Government benefits
- Referral to other services
- Referral to free Certification of documents and commissioning services