



EMPLOYMENT SERVICES

springboard
CONNECT. INSPIRE. ACHIEVE.

November

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
	<p>1</p> <p>Winning Resume/ Cover Letter Webinar 2:00 pm – 3:00 pm</p>	<p>2</p> 	<p>3</p> <p>Get Hired: Interview Skills Webinar 11:00 am – 12:00 pm</p>	<p>4</p> <p>One-on-One Resumé Cover Letter/ Mock Interview By Virtual Appointment Only Settlement Services in Partnership with CCS By Virtual Appointment Only</p>
<p>7</p> <p>Disclosure and Accommodations with Discover Ability Network Webinar 2:00 pm – 3:00 pm</p>	<p>8</p> <p>Occupational Research and Enhanced Job Search Webinar 2:00 pm – 3:00 pm</p>	<p>9</p> <p>Better Jobs Ontario Information Session Webinar 11:00 am – 12:00 pm</p>	<p>10</p> 	<p>11</p> <p>One-on-One Resumé Cover Letter/ Mock Interview By Virtual Appointment Only Settlement Services in Partnership with CCS By Virtual Appointment Only</p>
<p>14</p> <p>Winning Resume/ Cover Letter Webinar 11:00am – 12:00 pm</p>	<p>15</p> <p>Get Hired: Interview Skills Webinar 2:00 pm – 3:00 pm</p>	<p>16</p> <p>LinkedIn & Networking Webinar 11:00 am – 12:00 pm</p>	<p>17</p> <p>BounceBack: Build Skills For Positive Mental Wellness Webinar 2:00pm– 3:00 pm</p>	<p>18</p> <p>One-on-One Resumé Cover Letter/ Mock Interview By Virtual Appointment Only Settlement Services in Partnership with CCS By Virtual Appointment Only</p>
<p>21</p> 	<p>22</p> <p>Mindfulness and Stress Resilience Webinar 2:00pm – 3:00 pm</p>	<p>23</p> <p>Better Jobs Ontario Information Session Webinar 1:00 pm – 2:00 pm</p>	<p>24</p> <p>Launching a YouTube Channel Register 2:00pm – 3:00 pm</p>	<p>25</p> <p>One-on-One Resumé Cover Letter/ Mock Interview By Virtual Appointment Only Settlement Services in Partnership with CCS By Virtual Appointment Only</p>
<p>28</p> <p>Bridging the Gaps in Your Resume Webinar 11:00am – 12:00 pm</p>	<p>29</p> <p>Financial Literacy with the CRA Webinar 2:00pm – 3:00 pm</p>	<p>30</p> <p>Virtual Hiring Event Register 12:00 pm – 5:00 pm</p>	<p>Important and Commemorative Day </p> <p>November 5 – 11 Veterans' Week November 8 Indigenous Veterans Day November 11 Remembrance Day November 20 National Child Day, Transgender Day of Remembrance November 20 – 26 Canada History Week Fourth Saturday of November Holodomor Memorial Day November 25 - December 10 16 Days of Activism Against Gender Violence</p>	

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

This workshop will walk participants through the interview process to help prepare for person and virtual interviews. The presentation will provide tips for what to do before, during, and after an interview to ensure you will be well prepared and successful at your next interview.

Winning Resume and Cover Letter

This workshop will walk you through how to build an effective resume. Learn how to choose the best resume format for your experience, the components of effective resumes, and how to highlight your skills to employers. Learn about the anatomy of an effective cover letter, including key components you want to include in your letter to catch an employer's interest.

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.

Launching a YouTube Channel

Learn to get started with launching a YouTube channel

BounceBackInformation 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.

Disclosure and Accommodation with the Discover Ability Network

Does disclosing your disability feel like trying to walk through a minefield? Learn how to productively talk about disability. Review how, when and what you tell employers can help you flourish in interviews or on the job. Presented by and in partnership with Discover Ability Network.

Mindfulness and Stress Resilience

This workshop is designed to help you gain a better understanding of stress and how to manage it. Here you will learn how mindfulness can help you reduce stress and find relief from the everyday worries, fears and anxieties that we all experience.

LinkedIn & Networking

Learn how to make an effective LinkedIn profile and use LinkedIn to network and job search.

Occupational Research and Enhanced Job Search

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

Financial Literacy with the CRA

The objective of this information session is to explain to participants how the Canadian tax system works in general. A guest speaker from the CRA will provide information about taxes, benefits and credits available and why individuals should file their tax returns so that they can get the benefits and credits to which they may be entitled. The harmful effects of the underground economy (working for cash).will be explained.

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

Bridging the gaps in your resume

Learn how to create a better resume and cover letter by bridging the gaps in your experience, skills and accomplishments.