

## August 2018

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		<b>1 Proactive Job Search Strategies</b> 9:30 - 11:30	<b>2 Mindful Approach to Stress Management</b> 1:00 - 3:00  <b>Youth Job Connection Orientation Session</b> 1:00 - 3:30	<b>3</b>
<b>6 Closed CIVIC HOLIDAY</b>	<b>7</b>	<b>8</b>	<b>9 Mindful Approach to Stress Management</b> 1:00 - 3:00	<b>10</b>
<b>13 <u>HIRING EVENT</u></b> Stackpole: 10:00  Halton Community Legal Services: 9:00 - 12:00  <b>Day 1:</b> Microsoft Word & Excel Prove It! 10:00 - 12:00  Utilize LinkedIn & Social Media Throughout the Job Search Process 1:00 - 3:00	<b>14 SafetyNet: 10:00 - 1:00</b>  <b>Childcare Directory &amp; Info Line Presentation</b> 10:00  <b>Considering College</b> 1:00 - 3:00  <b>Youth Job Connection Orientation Session</b> 1:00 - 3:30	<b>15 Targeting your Resume and Cover Letter</b> 9:30 - 11:30	<b>16 Money Management &amp; Budgeting</b> 9:30 - 12:30  <b>Mindful Approach to Stress Management</b> 1:00 - 3:00  <b>Youth Job Connection Orientation Session</b> 1:00 - 3:30	<b>17 <u>GUEST SPEAKER</u></b> CrossMark 9:30
<b>20 <u>HIRING EVENT</u></b> Metroland Media 10:00  <b>Day 2:</b> Microsoft Word and Excel Prove It! 10:00 - 12:00  Utilize LinkedIn & Social Media Throughout the Job Search Process: 1:00 - 3:00	<b>21 <u>HIRING EVENT</u></b> The Salvation Army 10:00  <b>Youth Job Connection Orientation Session</b> 1:00 - 3:30	<b>22 Interviews to Impress</b> 9:30 - 12:30	<b>23 Mindful Approach to Stress Management</b> 1:00 - 3:00  <b>Youth Job Connection Orientation Session</b> 1:00 - 3:30	<b>24 <u>HIRING EVENT</u></b> Dependable IT 10:00
<b>27 <u>HIRING EVENT</u></b> Office Team & Accountemps: 10:00  <b>Day 3:</b> Microsoft Word and Excel Prove It! 10:00 - 12:00  Utilize LinkedIn & Social Media Throughout the Job Search Process: 1:00 - 3:00	<b>28 Youth Job Connection Orientation Session</b> 1:00 - 3:30	<b>29 Youth Job Connection Orientation Session</b> 1:00 - 3:30	<b>30 Mindful Approach to Stress Management</b> 1:00 - 3:00	<b>31</b>

**Employment Halton: 567 Michigan Drive, Suite 200, Oakville**

If you would like to attend please call 905-825-6000 ext. 2777 or email [employmentservices@halton.ca](mailto:employmentservices@halton.ca)

**Remember to check out [www.haltonjobs.ca](http://www.haltonjobs.ca) for current job postings and more information!**

Workshop	Description	Date
<b>Computer Training</b>	<b>1 - Microsoft Word and Excel Prove It!</b> 3 x ½ day training (weekly) - <b>Registration Required</b> Microsoft Word and Excel Prove It! Preparation is to help participants learn how to use Word & Excel in order to perform well on the standardized Prove It! evaluation software	Aug 13, 20, 27 1 - 10:00am - 12:00pm
	<b>2 - Utilizing LinkedIn &amp; Social Media throughout the Job Search process</b> 3 x ½ day training (weekly) – <b>Registration Required</b> Participants will learn how to start a LinkedIn profile, curate content that establishes their personal “brand” and populate a well-rounded online resume/portfolio	2 - 1:00 - 3:00 pm
<b>Mindful Approach to Stress Management</b>	This group workshop is developed on the principles of Mindfulness and Cognitive Behavioural Therapy and focuses on identifying, understanding and changing thinking and behaviour patterns that help change the way you feel	Aug 2, 9, 16, 23. 30 1:00 - 3:00 pm
<b>Youth Job Connection (YJC) Orientation Session</b>	<b>Youth Job Connection</b> offers intensive paid training and job placement support to eligible youth between 15 and 29 who are not in work, school or training. Our role is to help local youth prepare for, find and retain suitable jobs through pre-employment training, coaching, and job placements with employers. Program runs September 17th - 28th 2018	Aug 2, 14, 16, 21, 23, 28 & 29 1:00 - 3:30 pm
<b>Proactive Job Search Strategies</b>	Learn about job search strategies including the hidden job market, social media, email and online job applications, networking, cold calling and informational interviews	Aug 1 9:30 - 11:30 am
<b>Halton Community Legal Services</b>	A representative from Halton Community Legal Services (HCLS) will be on site to provide information, legal advice and representation. <b>1/2 hr appointments / Registration Required</b>	Aug 13 9:00 am - 12:00 pm
<b>Hiring Event: Stackpole</b>	At <b>Stackpole International</b> , we do not just fill jobs – we invest in careers. Hiring for Production Associates, CNC Operators, Electrician, Millwright Mechanic, Electrician Apprentice, Millwright Apprentice, Manufacturing Set-Up Technician	Aug 13 10:00 am
<b>SafetyNet</b>	Interview clothing for men and women. <b>By referral only / Location is offsite</b>	Aug 14 10:00 am - 1:00 pm
<b>Childcare Directory &amp; Info Line Presentation</b>	Learn how the child care system works in Halton and make informed decisions about licensed child care. The Child Care Directory & Information Line Consultant will discuss how to obtain customized lists of licensed child care options available in the Region	Aug 14 10:00am
<b>Considering College</b>	This workshop will review college level training as an option and what you need to get there. Learn what options are available to help pay for college and explore different resources.	Aug 14 1:00 - 3:00 pm
<b>Targeting your Resume &amp; Cover Letter</b>	Learn how to target your cover letter and resume to specific jobs in a step-by-step job application process	Aug 15 9:30 am - 11:30 am
<b>Money Management &amp; Budgeting</b>	Richard Haggins from Credit Canada Debt Solutions will talk about money management and budgeting with a focus on personal finances, spending plans, and dealing with debt issues.	Aug 16 9:30 am - 12:30 pm
<b>Guest Speaker CrossMark</b>	<b>CROSSMARK</b> is looking for creative, social team members that want the opportunity to work in-store with major retail vendors to help create lasting impressions on our customers.	Aug 17 9:30 am
<b>Hiring Event: Metroland Media</b>	<b>Metroland Media</b> is Ontario's largest and most successful community newspaper publisher, providing local news and advertising media. Pocket Feeders, Skidders & Machine Operators, Many shifts to choose from including Days, Afternoons, Nights, or Weekends.	Aug 20 10:00 am
<b>Hiring Event: The Salvation Army</b>	<b>The Salvation Army</b> recycles and sells donated goods which generates funds in support of its social service programs within our communities. Sales Associates & Donation Associates	Aug 21 10:00 am
<b>Interviews to Impress</b>	First Impressions Count! Learn & practice the skills needed to make a lasting impression at your next interview. Practice answers to challenging questions.	Aug 22 9:30 am - 12:30 pm
<b>Hiring Event: Dependable IT</b>	<b>DependableIT</b> , is looking for Tech Savvy Customer Service Representatives to join their team in their Hamilton office	Aug 24 10:00am
<b>Hiring Event: Office Team &amp; Accountemps</b>	<b>Office Team and Accountemps</b> are divisions of Robert Half; the worlds first and largest specialized staffing firm. Recruitment for multiple positions available. Onsite interviews will take place	Aug 27 10:00am