

September 2010 Workshop Calendar

*North Kamloops
 Work Search Centre
 353 Tranquille Rd
 (250) 376-3111*

*South Kamloops
 Work Search Centre
 623 Victoria St
 (250) 372-3803*

Mon	Tue	Wed	Thu	Fri
		1	2	3
6  Labour Day Centres Closed	7	8 Informational Interviews (9:00—12:00) South	9	10
13	14 Interview Skills (9:00—12:00) North	15 Resume Essentials (10:00—12:00) South Crossroads (9:00—3:30) North	16 Strategies for Finding Work (1:00—4:00) North	17 Self Employment (9:00—12:00) North
20 Resume Essentials (10:00—12:00) North	21	22 Strategies for Finding Work (1:00—4:00) South Cover Letters (9:00—12:00) North	23 Informational Interviews (1:00—4:00) North	24
27 Job Finding Club (9:00—3:00) North	28 Resume Essentials (10:00—12:00) South Job Finding Club (9:00—3:00) North	29 Interview Skills (9:00—12:00) South Job Finding Club (11:00—3:00) North	30 Job Finding Club (9:00—3:00) North	

Workshop Descriptions

Resume Essentials:

This workshop will cover how to prepare a professional resume that reflects your skills, knowledge and education that are relevant to the job you are seeking. Participants will come away from the workshop with a solid foundation for which to develop their resume.

Interview Skills:

This workshop is designed to give participants the tools to prepare for their next employment interview. We will cover everything from how to prepare in advance, how to answer questions during the interview, to what to do after.

Strategies for Finding Work:

Are you getting the results you want from your job search? If not, this workshop is for you! We will discuss the importance of knowing what you want to do and utilizing a number of job search techniques to land that next job. The workshop will focus on the difference between an active versus a passive job search, how employers prefer to hire, networking, information interviews, telephone strategies and the importance of keeping track of the jobs you have applied for.

Information Interviews Workshop:

Not sure what an Information Interview is? Need to do Information Interviews for a funding package? Come and find out what it is; why it is a great information gathering activity, and step-by-step how to do an Information Interview! Information Interviews can help you gather information to focus your job search, identify transferrable skills, make some career decisions, and set career direction. There will be plenty of time to work on your own interview questions and telephone script. This is an active workshop that will provide you with all the information and tools necessary to prepare you to conduct successful Information Interviews.

Self-Employment Exploration

It's not always about 'jobs' ...have you ever considered working on contract or starting your own business? This information session will provide you with the basics about self-employment to help you decide if this might be the way for you to go! Find out the differences between employment and self-employment, which occupations/industries offer strong opportunities for self-employment, and why you may be selling yourself short if you are focusing all of your efforts on finding a traditional "job".

Workatude from Stress to Success:

Welcome to a fun and uplifting workshop that will leave you feeling refreshed and ready to take on some of the challenges of daily life. This workshop has been developed out of a need expressed by our clients who were feeling the stress of the job loss cycle and issues surrounding loss of confidence/self-worth/self-esteem etc... All you need to do is come with an open mind and a willingness to look at other ways of viewing your situation!

Personality Dimensions:

This workshop is a self assessment tool used to help individuals examine their own style, temperament, and work values. The workshop is highly interactive and fun. You will leave the workshop with a better insight into what you have to offer a working team and with a feeling of pride for who you are and what you will bring to an employer. This is the Canadian version of True Colours!

Crossroads – A Career Direction Workshop:

Do you need to make a decision about your career future? If so, the Crossroads Career Direction workshop is for you! Thoughtful decision making that is based on strong research paves the way to a satisfying career choice! This workshop will introduce you to the steps necessary for successful career decision making. You will receive helpful information and resources you can use to conduct the research necessary to make decisions about your future. We will discuss factors that can "get in the way" of moving forward and making decisions as well as look at how setting S.M.A.R.T. goals can increase the success of your career plan.