

VANCOUVER
SOUTH

WorkBC
Employment Services Centre
Centre de services à l'emploi

Operated by



7575 Cambie St. | Vancouver, BC | Tel. 604-263-5005 | workbcvansouth@ywcavan.org | ywcajobseeker.org/workbc

Upcoming workshops and events | July 2018

| Monday 8:30 - 5:00 | Tuesday 8:30 - 5:00 | Wednesday 8:30 - 5:00 | Thursday 10:00 - 5:00 | Friday 8:30 - 4:00 |
|--|---|--|--|--|
| 2 Centre Closed for Canada Day  | 3 Resumes 9:30-3:30 (B) | 4 Cover Letters 1-4 (B) TRF Info 10:00 (B) TRF Info 2:00 (B) | 5 Hidden Job Market 1-4 (A) | 6 Social Media 101 10-12 (A) |
| 9 LinkedIn Lab 1-3 (A) | 10 Access 1 million Employers With Reference Canada 1-4 (A) | 11 Resumes 9:30-3:30 (A) | 12 Study Smart Series 1 1-4 (A) | 13 Study Smart Series 2 12:30-3:30(A) |
| 16 Cover Letters 9:30-12:30 (B) Job Search Express Series 1 & 2 9:30-4:30 (A) | 17 Next Gen Resumes 9-12 (B) Job Search 3 & 4 9:30-4:30 (A) | 18 TRF Info 10:00 (B) TRF Info 2:00 (B) Job Search 5 & 6 9:30-4:30 (A) | 19 LinkedIn In Lab 1-3 (A) Hidden Job Market 1-4 (B) | 20 Resumes 9:30-3:30 (A) Job Search Express Series 7 & 8 9:30-3:30 (B) |
| 23 What's Happening with the Labour Market? 1-4 (A) Moving Forward 1-2 9:30-4:30 (B) | 24 Cover Letters 9:30-12:30 (A) Moving Forward 3 and 4 9:30-4:30 (B) | 25 Interview Skills 1 9:30-3:30 (A) Moving Forward 5 and 6 9:30-4:30 (B) | 26 Interview Skills 2 10:30-3:30 (A) Moving Forward 7 and 8 10:30-4:30 (B) | 27 Interview Skills 3 9:30-12:30 (A) Moving Forward 9-10 9:30-3:30 (B) |
| 30 Pre-app Info Session 9:30-10:30 (B) Ace Your Elevator Pitch 1:30-4 (B) Interview Skills 4 9:30-12:30 (A) | 31 Resumes 9:30-3:30 (B) Social Media 101 10-12 (A) LinkedIn Lab 1-3 (A) | | | |

FREE SERVICES AND RESOURCES:

- Job Search & Career Planning Workshops
- Case Management
- One-to-one Employment Counselling
- Labour Market Information
- Library & Community Resources
- Job Board
- Computer & Internet Access
- Faxing, Photocopying, Scanning & Printing
- Telephone & Voice Mail Access

Times and dates are subject to change.

Registration required, call 604-263-5005 to register.

You will be called to confirm your attendance.



The Employment Program of British Columbia is funded by the Government of Canada and the Province of British Columbia.

WORKSHOP DESCRIPTIONS:

Interview Skills Series 1—4

Prepare and practice most common job interview questions to make a positive and lasting impression with potential employers. The series includes preparing answers to typical and behavioural questions and boosting your confidence to ace the job interview.

Job Search Express Series 1—8

Intensive workshop series to learn job search strategies, access the hidden job market, write powerful resumes and cover letters, prepare for a job interview, and set SMART goals to achieve employment success.

Intro to Computers 1—4

Friendly and easy approach to learn basic computer skills such as: mouse, keyboard, computer terminology, and Internet Browsing. The series also how to save, open, and find files, and email basics, and Microsoft Word. It also covers applying for jobs on Indeed and WorkBC Job Search.

Career Planning 1—5

This career exploration series will help you understand yourself better, identifying your interests, abilities, values, needs, personality, transferable skills and work and life experiences. You will learn the impacts of labour market trends on career choices, and goal setting strategies.

Moving Forward Series 1— 10

Move forward to success at work by setting goals and identifying your skills, values and attributes. Learn to manage time, manage change, communicate, solve problems and build relationships to get and keep a job. Finally, develop the job search skills of resume writing, cover letters, hidden job market and interviewing.

Social Media 101 / LinkedIn Lab

These workshops cover the basics of online networking and LinkedIn to understand how Social Media is adding another way of connecting with people to find job leads and job opportunities .

Hidden Job Market

Identify unadvertised job opportunities through networking, self marketing, information interviews, and connecting with employers and industries before jobs get posted.

Cover Letters

Cover Letters are a MUST! Like salt and pepper. They go with every resume. Learn how to grab an employer's attention, show them your desire to work for their company and your passion for the work you do.

Resumes

Learn how to write a resume section by section while creating a rough draft. Focus on developing content and how to tailor your resume to a specific job posting. Practice reading a posting, identifying key words, and creating statements that showcase your skills and accomplishments.

What's Happening in the Labour Market?

Learn about the trends that will mark the current and future labour market. Learn about online tools where you can research and find where the jobs are and their outlook. Labour Market Information is vital when job search in order to make informed decisions

Next Generation Resumes

In today's digital age, the traditional print-based résumé is often not enough. Complement it with Next Gen Resumes (online portfolios, personal websites, Infographic resumes, video resumes, etc.) to build your personal brand

Access 1 million Employers With Reference Canada

Use Reference Canada to make hundreds of new Employer contacts! Topics Covered: Networking, data management, employer locations, business size and turnover, staff directory, financial information, contact numbers, and much more! Please bring your Vancouver Public Library card to this workshop

Ace Your Elevator Pitch

Networking is key to find job opportunities and it all starts by meeting ne people and building rapport. A powerful and professional elevator pitch will help you project a positive first impression, "break the ice", and keep the conversation going

IF YOUR SCHEDULE NEEDS SOME FLEXIBILITY, WE ALSO OFFER ONLINE WORKSHOPS WHICH YOU CAN DO FROM HOME OR HERE IN THE RESOURCE ROOM. PLEASE SPEAK WITH YOUR CASE MANAGER TO LEARN MORE.