



905-727-3777 *Aurora* 222 Wellington Street East, Main Floor • www.RNCEmploymentservices.ca

This Employment Ontario service is funded in part by the Government of Canada and the Government of Ontario

Monday	Tuesday	Wednesday	Thursday	Friday
September 28	September 29	September 30	October 1	October 2
	<p>Cover Letters and Resumes 10:00 - 11:00 Learn how to get an employer's attention with a targeted cover letter and resume</p>	<p>NEW! Work-Life Balance and Job Maintenance 1:00 - 2:00 Develop workplace life skills, attitudes and behaviours for success</p>	<p>Discover the Hidden Job Market 10:00 - 11:00 Learn how to network and uncover the hidden job market</p>	<p>NEW! Working Remotely and How to Stay Healthy While Working from Home 10:00 - 11:30</p>
October 5	October 6	October 7	October 8	October 9
	<p>Aurora Public Library LUNCH & LEARN 12:00 - 1:00 Discover the many programs, services and activities available at your local library!</p>	<p>Successful Interview Techniques 1:00 - 2:30 Learn how to plan for an interview and answer challenging interview questions</p>	<p>SECOND CAREER Eligibility Info Session 9:30 - 10:30</p> <p>Cover Letters and Resumes 1:00 - 2:00</p>	
October 12	October 13	October 14	October 15	October 16
<p>THANKSGIVING Centre Closed</p>	<p>Cover Letters and Resumes 10:00 - 11:00 Learn how to get an employer's attention with a targeted cover letter and resume</p>		<p>Discover the Hidden Job Market 10:00 - 11:00 Learn how to network and uncover the hidden job market</p>	<p>NEW! Stress Management Using Mindfulness 10:00 - 11:30 Explore mindfulness as a healthy way to manage stress</p>
October 19	October 20	October 21	October 22	October 23
	<p>Successful Interview Techniques 10:00 - 11:30 Learn how to plan for an interview and answer challenging interview questions</p>	<p>NEW! Job Search Tips for New Canadians 1:00 - 2:00 Canadian culture, workplace communication and job search strategies</p>	<p>SECOND CAREER Info Session 9:30 - 10:30 Eligibility, Suitability and Application Process Review</p>	<p>Cover Letters and Resumes 1:00 - 2:00 Learn how to get an employer's attention with a targeted cover letter and resume</p>
October 26	October 27	October 28	October 29	October 30
	<p>Discover the Hidden Job Market 10:00 - 11:00 Learn how to network and uncover the hidden job market</p>	<p>Linked-In & Social Media THE BASICS 1:00 - 2:00 Learn how to set-up a Linked-In account and use it for net-working</p>	<p>Cover Letters and Resumes 10:00 - 11:00 Learn how to get an employer's attention with a targeted cover letter and resume</p>	<p>NEW! Job Search During Covid-19 Q & A 10:00 - 11:00 Explore ways to job search while at home</p>

COVID-19 Service Delivery

RNC Employment Services will be temporarily delivering services remotely by Phone, Online Meetings, Webinars and Emails

To register for one of our workshops, please email your name and phone number to info@rnccs.ca or leave a voice message at 905-727-3777 and pressing 0.

We will contact you the day before with instructions.

Visit our **HOT JOBS** page for **LOCAL JOB POSTINGS**

Call 905-727-3777
TTY 905-727-6036
Fax 905-727-8530
info@rnccs.ca

Office Hours
Monday - Friday
8:30 a.m. - 4:30 p.m.
**May vary for events*

Barrier free, close to public transportation, free parking.

Please notify our staff if you require accommodations.

The views expressed in the publication are the views of the Service Provider and do not necessarily reflect those of the Province. The Government of Ontario and its agencies are in no way bound by the recommendations contained in this document

RNC Employment Services

- Career Counselling
- Job Development
- Workshops
- Job Postings
- Job Fairs
- Second Career
- Apprenticeships
- On-going Support
- Employer Hiring Incentive Programs
- Canada - Ontario Job Grant
- Qualified and Experienced Staff



Visit www.RNCEmploymentservices.ca
HOT JOBS page for **LOCAL JOB POSTINGS**
At no cost to you!

Directions to RNC Employment Services
 222 Wellington Street East, Aurora, ON L4G 1J5



- Call 905-727-3777 • Email info@rnc.ca
- TTY 905-727-6036 • Fax 905-727-8530

COVID-19 Service Delivery

RNC Employment Services will be temporarily delivering services remotely by Phone, Online Meetings, Webinars and Emails

To register for one of our workshops, please email your name and phone number to info@rnc.ca or leave a voice message at 905-727-3777 and pressing 0.

We will contact you the day before with instructions.

Office Hours
 Monday - Friday
 8:30 a.m. - 4:30 p.m.
**May vary for events*

Barrier free, close to public transportation, free parking.

Please notify our staff if you require accommodations.

The views expressed in the publication are the views of the Service Provider and do not necessarily reflect those of the Province. The Government of Ontario and its agencies are in no way bound by the recommendations contained in this document