



# Employment Services April 2021

**EMPLOYMENT ONTARIO**  
Your job is out there. We'll help you find it.

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
March 29	March 30	March 31	April 1	April 2
<b>Employers Hiring and Training Incentive Info Session</b> 10:00 - 11:00	<b>NEW! Job Maintenance and Work-Life Balance</b> 10:00 - 11:00 Develop workplace life skills, attitudes and behaviours for success	<b>Cover Letters and Resumes</b> 1:00 - 2:00 Learn how to get an employer's attention with a targeted cover letter and resume	<b>SECOND CAREER Info Session</b> 10:30 - 11:30  <b>Successful Interview Techniques</b> 1:00 - 2:30	<b>GOOD FRIDAY</b> <i>Centre is Closed</i>
April 5	April 6	April 7	April 8	April 9
<b>Resume Feedback and Coaching</b> Call to book your appointment	<b>Resume Feedback and Coaching</b> Call to book your appointment	<b>ZOOM Video Conferencing Tips</b> 1:30 - 2:30 Learn the basics and how to schedule your next on-line meeting.	<b>Cover Letters and Resumes</b> 10:00 - 11:00 Learn how to get an employer's attention with a targeted cover letter and resume	<b>Discover the Hidden Job Market</b> 10:00 - 11:00 Learn how to network and uncover the hidden job market
April 12	April 13	April 14	April 15	April 16
<b>Define Your Career Skills</b> 10:00 - 11:30 Changing careers? Exam your interests, temperament and skills to find focus.	<b>Successful Interview Techniques</b> 10:00 - 11:30 Learn how to plan for an interview and answer challenging interview questions	<b>Canadian Mental Health Association York and South Simcoe</b> 11:30 - 12:30 Taking care of your mental health.	<b>NEW! Stress Management Using Mindfulness</b> 10:00 - 10:45 Explore mindfulness as a healthy way to manage stress	<b>Cover Letters and Resumes</b> 10:00 - 11:00 Learn how to get an employer's attention with a targeted cover letter and resume
April 19	April 20	April 21	April 22	April 23
<b>SECOND CAREER Info Session</b> 10:30 - 11:30  <b>Aurora Public Library Info Session</b> 1:30 - 2:30	<b>Cover Letters and Resumes</b> 10:00 - 11:00 Learn how to get an employer's attention with a targeted cover letter and resume	<b>Resume Feedback and Coaching</b> Call to book your appointment	<b>NEW! Job Search During Covid-19 Q &amp; A</b> 10:00 - 11:00 Explore ways to job search while at home	<b>Discover the Hidden Job Market</b> 10:00 - 11:00 Learn how to network and uncover the hidden job market
April 26	April 27	April 28	April 29	April 30
<b>Employers Hiring and Training Incentive Info Session</b> 10:00 - 11:00	<b>Linked-In &amp; Social Media THE BASICS</b> 10:00 - 11:00 Learn how to set-up a Linked-In account and use it for networking	<b>Successful Interview Techniques</b> 1:00 - 2:30 Learn how to plan for an interview and answer challenging interview questions	<b>Literacy Council York-Simcoe</b> 10:00 - 11:00 Review various programs including computer upgrading, essential and employment skills	<b>Cover Letters and Resumes</b> 10:00 - 11:00 Learn how to get an employer's attention with a targeted cover letter and resume

## 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@rncces.ca](mailto:info@rncces.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@rncces.ca](mailto:info@rncces.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



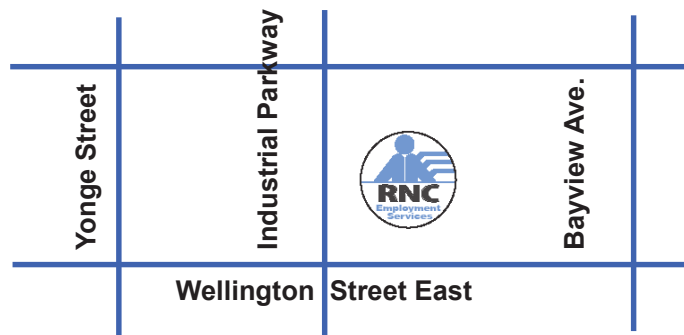
Visit [www.RNCEmploymentservices.ca](http://www.RNCEmploymentservices.ca)

**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](mailto:info@rnc.ca)
- TTY 905-727-6036
- Fax 905-727-8530

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