



springboard
CONNECT. INSPIRE. ACHIEVE.

EMPLOYMENT SERVICES

April

Our team of Employment Specialists and Recruitment & Retention Specialists are available (in-person/virtually) to support your employment needs, including:

- Employment counselling via phone, Skype, or Zoom
- On-site appointments available, must call to pre-book.
- Resume and Video Resume services
- Pre-employment webinars
- Better Jobs Ontario support
- Virtual job fairs and paid placements
- Online skills training and certification for WHMIS, Smart Serve, Food Handler, Customer Service, and Psychological First Aid

To register for our services or to speak with an Employment Specialist, please [click here to register!](#)



3195 Sheppard Ave E.,
Unit 105
Toronto, ON

MON	TUE	WED	THU	FRI
3 	4 Hospitality Workers Training Centre Information Session Webinar 10:00 am – 12:00 pm	5 LinkedIn and Networking Webinar 11:00 am – 12:00 pm	6 Get Hired: Interview Skills Webinar 2:00pm– 3:00 pm	7 Statutory Holiday Good Friday Office Closed
10 Statutory Holiday Easter Monday Office Closed	11 Occupational Research and Enhanced Job Search Webinar 11:00 am – 12:00 pm	12 Better Jobs Ontario Information Session Webinar 2:00 pm – 3:00 pm	13 Mindfulness and Stress Resilience Webinar 11:00 am – 12:00 pm	14 One-on-One Resume/Cover Letter/ Mock Interview By Virtual Appointment Only Settlement Services in Partnership with CCS By Virtual Appointment Only
17 Winning Resume/ Cover Letter Webinar 11:00 am – 12:00 pm	18 Get Hired: Interview Skills Webinar 2:00 pm – 3:00 pm	19 Income Tax 101 with the Worker's Health and Safety Legal Clinic Webinar 1:00 pm – 3:00 pm	20 Launching a YouTube Channel Register 1:30 pm – 3:00 pm	21 One-on-One Resume/Cover Letter/ Mock Interview By Virtual Appointment Only Settlement Services in Partnership with CCS By Virtual Appointment Only
24 Career Pathways: Developmental Services 101 Webinar 2:00 pm – 3:00 pm	25 Winning Resume/ Cover Letter Webinar 2:00 pm – 3:00 pm	26 Virtual Hiring Event Register 1:00pm - 5:00pm	27 Better Jobs Ontario Information Session Webinar 2:00 pm – 3:00 pm	29 One-on-One Resume/Cover Letter/ Mock Interview By Virtual Appointment Only Settlement Services in Partnership with CCS By Virtual Appointment Only

Important and Commemorative Days

- April 9 - [Anniversary of the Battle of Vimy Ridge](#)
- Second Wednesday of April - [International Day of Pink](#)
- April 27 – 28 - [Yom HaShoah \(Holocaust Remembrance Day\)](#)

Month of April

- [Sikh Heritage Month](#)
- [Genocide Remembrance, Condemnation and Prevention Month](#)



One-on-One Mock Interviews/Resume/Cover Letter Writing

Book a 1:1 appointment with a Springboard staff to brush up on your interview skills or review your resume and cover letter!

Get Hired: Interview Skills

This workshop will walk participants through the interview process to help prepare for in-person and virtual interviews. The presentation will provide tips for what to do before, during, and after an interview to ensure you will be well prepared and successful at your next interview.

Winning Resume and Cover Letter

This workshop will walk you through how to build an effective resume. Learn how to choose the best resume format for your experience, the components of effective resumes, and how to highlight your skills to employers. Learn about the anatomy of an effective cover letter, including key components you want to include in your letter to catch an employer's interest.

Better Jobs Ontario Information Session (Formerly Second Career)

Learn about you how you may qualify for skills training for in-demand jobs and receive financial support through government funded Better Jobs Ontario Program.

Occupational Research and Enhanced Job Search

Want to find a job that fits your personality? Join us for our free webinar and learn how to do research on career fields, the different ways you can apply for jobs, and how to conduct an effective job search.

Career Pathways: Developmental Services 101

Have you ever wondered what a Developmental Services Worker does? Curious about their job and what it takes to work in this field? Join us for a webinar about working in the Developmental Services Sector. Learn what Developmental Service Workers do, where they work, necessary skills and qualifications, and career opportunities.

LinkedIn & Networking

Learn how to make an effective LinkedIn profile and use LinkedIn to network and job search.

Income Tax 101 with the Worker's Health and Safety Legal Clinic

Learn the basics of Canada's tax system such as what are income taxes, why we pay taxes, and the benefits of filing taxes. We will also outline how to file an income tax return, where to get support at free tax clinics, and what to do if you have a legal issue related to your taxes.

Hospitality Workers Training Centre Information Session

Since 2004, Hospitality Workers Training Centre (HWTC) has been serving up best-in-class workforce solutions for the hospitality industry. Whether you need skills training or want to develop your workforce, HWTC has what you need to achieve your long-term goals. This information session will highlight the various training programs the HWTC runs, including CALM, Hospitality Housekeeping, and Restaurant Ready.

Settlement Services in Partnership with Catholic Crosscultural Services (CCS)

Houri Sahba, a settlement worker from CCS in partnership with Springboard will provide the following information on Fridays via virtual appointments:

- Providing information and support about legal, childcare, housing, health, education and career
- Providing support with Immigration issues and applications for Citizenship, PR card, protected person applications, family sponsorship, subsidized housing, Employment Insurance, ODSP, OW, Taxes, CCB, GST/HST credit and other Government benefits
- Referral to other services
- Referral to free Certification of documents and commissioning services

Mindfulness and Stress Resilience

This workshop is designed to help you gain a better understanding of stress and how to manage it. Here you will learn how mindfulness can help you reduce stress and find relief from the everyday worries, fears and anxieties that we all experience.

Launching a YouTube Channel

Looking to start a YouTube channel but don't know where to begin? In this webinar learn how you can create engaging content, grow your channel, and get noticed!