# **Employment Hub Schedule 2023**





## Programs and Services @ the C5 Employment Hub (14017 Victoria Trail NW, Edmonton, AB)



#### Monday

Foundations of Job Search 10AM-12PM

**Canadian Workplace Culture and Inter-Cultural Awareness 1PM-3PM** 

#### Tuesday

The Labour Market and **Networking** 10AM-12PM

> **Practical Time Management 1PM-2PM**

**Practical Time Management 2PM-3PM** 

#### Wednesday

**Effective Resume** Writing 10AM-12PM

**Effective Cover Letters** and Emails **1PM-3PM** 

#### Thursday

**Interview Strategies: The Process** 10AM-12PM

**Interview Strategies:** Q&A **1PM-3PM** 

### Friday

**Practical Conflict Management 1PM-2PM** 

What to Do Now, after **COVID-19? 2PM-3PM** 





- Foundations of Job Search (2hrs.)
- The Labour Market and Networking (2hrs.)
- Effective Resume Writing (2hrs.)
- Effective Cover Letters and Emails (2hrs.)
- Interview Strategies: The Process (2hrs.)
- Interview Strategies: Questions and Answers (2hrs.)

#### **ELECTIVE WORKSHOPS (LIFE SKILLS)**

- Canadian Workplace Culture (1hr.) and Inter-Cultural Awareness (1hr.)
- Practical Personal Safety (1hr.)
- Practical Time Management (1hr.)
- Practical Conflict Management (1hr.)
- What to do now? After COVID-19? (+Management of Change) (1hr.)



