

FEBRUARY 2012

Speak with our staff to book an appointment or register for a workshop.

Services Offered Daily

Speak to one of our staff about the services and resources we provide:

- career planning
- employment opportunity connections
- job search assistance
- one on one coaching
- labour market information
- job fair information
- program referrals
- access to community supports/events
- Career Cruising
- computer and internet access
- laser printers, scanners, photocopiers

Workshops & Services

- * Resume/Cover Letters
- * Starting Point: an overview of the Ontario Works Program
- * Financial Literacy: tips on money management
- * EI Reachback/2nd Career: info for laid off workers
- * Re-Discover LMI session: learn about the Labour Market
- * Get Focused - Discover Your Career: research careers
- * Interview Skills Training
- * Job Incentive Program: work experience through volunteering
- * Social Media: using social media to job search
- * Dress Your Best: clothing tips for job interviews
- * Youth Info.Session (ages 18-29): advice/referrals to a variety of programs
- * EOS-Navigation: find work & volunteer opportunities using a web-based tool

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		1 Re--Discover LMI Session 2 - 3:30 pm	2 Starting Point 9:30 -10:30 am Job Incentive Program 2-3 pm	3 Financial Literacy 10 -11 am Resume/ Cover Letter Workshop 2- 4 pm
6 Starting Point 2 - 3 pm	7 Get Focussed - Discover Your Career 10 - 11:30 am	8 EI Reachback/ 2nd Career 9:30-11 am Dress Your Best 2-3 pm	9 Starting Point 9:30 - 10:30 am Interview Skills Training Workshop 2 - 3:30 pm	10 Resume/ Cover Letter Workshop 10 - 12 noon
13 Starting Point 9:30 - 10:30 am Employment Placement Workshop 2:30-3:30 pm	14 Apprenticeship Workshop 2 - 3:30 pm	15 Job Retention Workshop 9:30-11 am Get Focused - Discover Your Career 2-3:30 pm	16 Job Incentive Program 10 - 11 am Starting Point 2-3 pm	17 Resume / Cover Letter Workshop 10 - 12 noon Youth Information Session 2-4 pm
20 STATUTORY HOLIDAY (Closed)	21 Re-Discover LMI Session 9:30 - 11 am Social Media 2- 3 pm	22 EI Reachback/ 2nd Career 9::30 - 11 am EOS-Navigation Workshop 2:30-3:30 pm	23 Interview Skills Training Workshop 9:30 - 11 am Starting Point 2-3 pm	24 Resume/ Cover Letter Workshop 2 - 4 pm
27 Starting Point 9:30 - 10:30 am	28 Dress Your Best 2 - 3PM	29		

LAWRENCE SQUARE EMPLOYMENT & SOCIAL SERVICES
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Hours of Operation:
MONDAY - FRIDAY
8:30 AM - 4:00 PM
www.toronto.ca/socialservices