

Gearing You For Growth

Bursaries | **Business Skills** | Coaching and Mentoring | Computer Skills | E-Learning | Learnerships | Skills Development | Virtual Training

Getting Your Job Search Started

Course Overview

While looking for work can be an exciting time, it can also involve fear and discomfort about change and the unknown. Whether you are already in the midst of a job search or just thinking about it, this workshop will help you to determine what your skill set is made up of, the kind of work that is important and realistic to include in your search, and how to get started.

Today's job market is not the same as it was even five years ago. Knowing where to go, who to talk to, and the opportunities that are available will help to shift you from someone who dreams about having a job, to someone who has the job they always wanted.

Course Objectives

This one-day workshop will teach delegates how to:

- Describe their skills, values, and beliefs about work and looking for opportunities.
- Demonstrate an understanding for the types of work available and where to go for more information.
- Recognize the differences and benefits available through career coaches, counselors, and mentors.
- Apply different approaches to job searching, such as networking and tapping into the hidden job market.

Prerequisite

There are no prerequisites.

Target

This workshop is for any person who will be entering the job searching market or is considering a career move.

Duration

- 1 Day



Course Outline

Change and Transitions

To begin, delegates will learn about the change cycle in the context of searching for a job.

The Important Stuff

This session will give delegates a chance to identify their core values and how those values affect their job search.

Skill and Ability

Next, delegates will identify their key skills.

Vocation and Strategy

During this session, delegates will evaluate their job satisfaction. They will also learn about the importance of living your purpose, and how to know when they are doing what they were meant to do.

Resources

This session will give delegates some tips on additional resources to check out after the workshop, including the NOC and different types of career development professionals.

The Job Market

Did you know only about 10% to 20% of jobs in the United States and Canada are actually advertised? This session will give delegates some ways to tap into the hidden job market.

Invite Your Network

During this session, delegates will build a networking plan.

Ready, Set, Goal!

Next, delegates will set some goals with SPIRIT to get their job search started.

Thinking Unconventionally to Get What You Want

In order to do the work that we love, we have to also consider the environment we live in, the realities of the job market, and the things we want to do most. This session will look at those factors and how delegates can use them to their advantage.

Getting Things Moving

To wrap up the day, delegates will identify their next steps in getting their job search started.