



August 2020 Newsletter

Opportunity Place is a Nova Scotia Works Employment Service Centre. We are here to help you with career planning, job searching and on-the-job support at your convenience. Our team can introduce you to a variety of programs and services that will help you achieve your career goals. All of our services may be accessed in person, over the phone or through online applications. We also work with Nova Scotia's employers to assist with recruitment, planning and Human Resources support.

Free Employment Support Services

We are here to assist with your employment plan!

- Identify Your Employment Needs
- Career Decision Making Assistance
- Job Search Workshops
- Self-Assisted Job Search Centre & Computer Access
- Telephone Access for Job Search
- Learn About Workforce Trends
- Information on Training & Self-Employment Options
- One-on-One Employment Support
- Referrals to Other Agencies

Hours of Operation

Monday to Friday
8:30-4:30

Saturday to Sunday
Closed

Reach us at

902-864-7520

staff@opportunityplace.ca

Mailing Address

108 Cobequid Road, Suite 100
Lower Sackville, NS B4C 2N2

Inside this Edition:

- ♦ Welcome Back!
- ♦ The Summer 2020 Job Fair
- ♦ Meet Lynne! Our Job Developer
- ♦ August Virtual Workshop Calendar
- ♦ Newly Developed Workshops for Employers



Opportunity Place – Nova Scotia Works



@OPRCNS



Opportunity Place – Nova Scotia Works



Welcome Back! Our Doors Re-Opened on July 13th.



All services are by appointment only. Clients are asked to be unaccompanied. All appointments will be a maximum of one hour in length. Please arrive 15 minutes early to your appointment to complete a screening process.



You will be called 24 hours prior to your appointment to complete a screening questionnaire. This will then be completed in-person when you arrive for your appointment. If you are feeling unwell, please reschedule your appointment. We can also serve you by phone or email.



Hand sanitizer is available as you enter the centre. Please sanitize your hands.



When you arrive for your appointment, please press the doorbell and wait outside until one of our staff comes to get you. We are sanitizing in between appointments.



There will be no waiting area or washroom facilities available for client use



When entering the centre, please wear a mask. If you do not have one, one will be provided.



Easy-to-follow signage and decals will be posted in the centre to help you navigate our spaces.



Our Job Search Centre workstations have been sectioned off to allow for social distancing.



High-touch surfaces such as desks, computers, and doors, will be frequently sanitized.



Please come prepared for your meeting, this will help us accomplish more during your appointment.

Call 902.864.7520 or email staff@opportunityplace.ca
to book an appointment.

Services that are available to you include:

Job Search Support

- Virtual workshops that are recorded or live streamed
- Resume and cover letter critiques
- Assistance with full resume and cover letter development
- Support with submitting online applications and ongoing job search guidance
- Information and support with using social media as a job search tool
- Interview preparation including “mock interviews”
- Access to provincial funding programs offering employer hiring incentives
- Connections to local job opportunities and employers looking to hire

Exploring Career Options

- Support with exploring your values, preferences and career interests
- Online assessment tools used to identify career matches
- Current information on job trends, wages, education requirements and training programs

Returning to School

- Help with developing a return to school plan and referrals to available resources that will support your learning needs
- Access to provincial funding programs that help with training costs

Career Counselling

- 1-1 counselling support to help deal with employment change and support informed career decisions
- Connection to community supports to address personal challenges
- In-depth assessment of career options and employment related needs

Please contact us by phone or email to arrange your appointment.

Email: staff@opportunityplace.ca

Phone: (902) 864-7520



NOVA SCOTIA WORKS



AUGUST - VIRTUAL WORKSHOPS

MON	TUE	WED	THU
3	10:00AM 4 Career Planning 1:00PM Skill Development Orientation	10:00AM 5 Disability in the Workplace 1:00PM Coping with Job Loss	10:00AM 6 Interviews Part I 1:00PM Interviews Part II
10:00AM 10 Virtual Job Fair Prep 1:00PM Stress Management	10:00AM 11 Resumes Part I 1:00PM Resumes Part II	10:00AM 12 Virtual Interviews	10:00AM 13 Exploring Self- Employment 1:00PM Competitive Job Search
10:00AM 17 Career Planning 1:00PM Labour Market Information	1:00PM 18 SMART Goals	10:00AM 19 Interviews Part I 10:00AM LMI for Employers 1:00PM Interviews Part II	20
10:00AM 24 Resumes Part I	10:00AM 25 Resumes Part II	10:00AM 26 Virtual Interviews 2:00PM Finding & Keeping Employment - For Employers	10:00AM 27 How to Succeed in the Workplace 1:00PM: Competitive Job Search
10:00AM 31 Career Planning			



NOVA SCOTIA WORKS



If you would like to register please contact 902-864-7520 or
staff@opportunityplace.ca



Opportunity Place Presents

Wednesday, August 12th, 2020

1:00 p.m. to 3:00 p.m. AST

To register email
employers@opportunityplace.ca

THE 2020 Summer JOBFAIR

Virtual Edition
with Presentations and Q&A
from



Canada



HALIFAX

COMMISSIONAIRES



Once you RSVP for the event, further information on the format and
confidentiality for attendees will be reviewed
PIPEDA adherence

Join Nova Scotia Works - Opportunity Place for an Online Webinar!

VIRTUAL JOB FAIR PREPARATION

*One Hour
Only!*

AUGUST 10TH, 2020 | 10:00 AM

Welcome to the new way of networking and meeting employers! Our workshop will detail how to prepare to attend a virtual job fair, how to effectively take part and market yourself while increasing your opportunities for employment! Learn about this important tool for your job search success!




NOVA SCOTIA WORKS

Canada

NOVA SCOTIA

 Opportunity Place

Call or email to register today! staff@opportunityplace.ca or
902-864-7520



VIRTUAL WORKSHOP - LABOUR MARKET INFORMATION FOR EMPLOYERS

**Wednesday, August 19th, 2020
10:00 a.m. to 11:00 a.m**

Employers will receive an overview of what labour market information (LMI) is, why it is useful, labour market and workplace and trends, where the talent is, sources of LMI, and how to access and use LMI tools.

**To register email or call 902-864-7520
or employers@opportunityplace.ca**



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A Webinar for Employers

FINDING AND KEEPING TALENT



Learn where to find talent, recruitment and retention tips, and how Nova Scotia Works can support you.

WEDNESDAY, AUGUST 26TH 2020
10:00 - 11:00 AM

RSVP AT
EMPLOYERS@OPPORTUNITYPLACE.CA
OR CALL 902-864-7520

MEET OUR JOB DEVELOPER!



**Lynne Morrison,
Job Developer**

Employment Services Centre
Opportunity Place Career Resource Centre
C 902.220.2096
108 Cobequid Road, Suite 100, Lower Sackville, NS B4C 2N2
lmorrison@opportunityplace.ca
www.opportunityplace.ca

Lynne provides a crucial link between the job seeker and the local business community

Successfully integrates a strengths based approach to match job seekers to job requirements

Utilizes various strategies and incentives to develop employer relationships to encourage and support job matching

Acts as a liaison throughout the onboarding process and beyond in order for employers to successfully maximize staff members' skills and abilities

Employers, let us connect you with your next great employee! Call Lynne today at 902-220-2096.

The Opportunity Place (OPRA) Board of Directors is committed to respecting, fostering, and supporting diversity and inclusion at Opportunity Place within its leadership and governance.

Opportunity Place is sponsored by the Opportunity Place Resource Association (OPRA) -- a volunteer, not-for-profit association. OPRA believes that respect must be demonstrated by its leadership. Diverse and inclusive perspectives in decision-making produce better decisions.

An organization which reflects the diversity of the many networks, groups, and communities within a framework of respect, equity, sensitivity, and competency in all aspects will be more effective in serving and working within those communities.

Opportunity Place is funded through the Canada-Nova Scotia Labour Market Development Agreement under the direction of Employment Nova Scotia.