



FLEMING

Muskoka-Kawarthas
Employment Services

WORKSHOPS

Employability Skills for High School Students



Muskoka-Kawarthas Employment Services is offering local high school students a series of free workshops to help them explore careers and find meaningful work or volunteer experiences.

Our Employment Facilitators can present the workshops to students online or in-person during your class time. Workshops can be customized to focus on specific job sectors or interests.

Talk to an Employment Facilitator today to find out how you can help your students with short-term or long-term employment goals.

LEARN MORE

Contact our team at
mkestraining@flemingcollege.ca

**Chat Live
with us!**

Monday to Friday
8:00 a.m. - 7:00 p.m.



flemingemploymenthub.ca

WORKSHOPS &
DESCRIPTIONS



Canada

EMPLOYMENT
ONTARIO

Ontario

WORKSHOP TOPICS

Employability Skills for High School Students

Preparing for Meaningful Employment

This workshop focuses on the importance of self-awareness in preparing for life after high school. Through interactive AI activities and discussions, students will explore how self-awareness contributes to building confidence — a crucial aspect of transitioning into meaningful employment. Students will think about their values, interests, and skills, empowering them to make informed decisions about their future.

World of Work

This workshop provides students with an understanding of the labour market and empowers them to make informed decisions about their future careers. Through interactive group activities, students will explore various career paths by researching market demands, education requirements, job duties, and skill sets needed for different professions. Students will learn how to use labour market information to gain valuable insights into current and emerging trends, enabling them to strategically plan their education goals and career pathways with confidence.

Job Search

Students will explore the benefits of gaining work experience and learn strategies to effectively search for work, both online and in person. This interactive session will demonstrate job search techniques and outline strategies to organize a job search that leads to meaningful work.

Resume Writing

This workshop offers an interactive session using artificial intelligence (AI) tools to create personalized resumes that showcase skills, achievements, and education. By leveraging AI and critical thinking, students will gain valuable insight into resume writing best practices that tailor their resumes to highlight their unique strengths and experiences.

Cover Letters

Students will explore the importance of adding a cover letter to their resume to showcase their unique skills, experiences, and passions in a way that resonates with employers and leaves a lasting impression. Students will learn how artificial intelligence tools can assist with creativity and efficiency as they prepare a cover letter during this workshop.

Interviews

This interactive workshop will equip students with interview tools and strategies to prepare them for interviews. They will explore how to identify strengths and skills, project confidence through body language, leverage artificial intelligence tools, learn the Situation-Task-Action-Result (STAR) method; and navigate the post-interview process.

Muskoka-Kawartha Employment Services — a division of Fleming College — manages employment service providers in the Muskoka-Kawartha economic region, and is funded in part by the Government of Canada and the Government of Ontario.