

## Job Search in Spring 2020 for the International Student

Looking for work can be challenging during the best of times. Recent events (including the COVID 19 situation), has made things much more difficult. Both the **UTM Career Centre** and the **International Education Centre** are here to support. Please feel free to reach out to us for help (contact information is at the bottom of the handout).

### UTM Career Centre can help with:

- One-on-one Employment Strategizing via online appointment
- One-on-one Career Counselling via online appointment
- Webinars on Quercus
- Same-day online resume critiques
- Labour market information
- Online mock interview preparation
- Live Chat – quick answers to your questions

### International Education Centre can help with:

- Visa and immigration-related questions
- Questions about your Post-Graduate Work Permit (PGWP)
- Questions about OHIP
- Questions about your Study Permit
- Questions about obtaining a Social Insurance Number

The following are some tips to help during our current situation.

### 1. **Take Care of Yourself**

As always, the number one priority is taking care of your physical and mental health.

#### **Physical Health**

- Listen to the health experts
- Engage in social distancing
- Exercise (where possible)
- Eat well
  - Grocery stores are still open, and online grocery delivery is available
  - Restaurants and delivery apps can offer no-contact food delivery to your door

#### **Mental Health**

- Reach out if you need any help
- Stay up to date on the current situation (both in Canada and in your home country) but give yourself a break from social media – it can be overwhelming!
- Stay in touch with friends and family through the means available (phone, text, online chats)
- Find fun and distracting activities
- Access your Student Support Program (SSP) in your language of choice

## 2. Financial Resources

There is some financial support available to you during your job search.

- [University of Toronto Emergency Assistance Grant](#)
- Government of Canada Support – applications will be available on the [Service Canada Site](#) as of early April.
- [University of Toronto Financial Aid Information](#)
- [Financial Resources for International Students](#)
- For more information - online appointments with [UTM Financial Aid Advisors](#)

## 3. Immigration, Study Permits and Post-Graduation Work Permits

New information is coming out every day regarding the Government of Canada's response to the current situation and how it impacts immigration, study permits and post-graduation work permits. We recommend checking the following sources to keep up to date regarding your status and working in Canada.

- [Study Permits](#)
- [Post-graduation Work Permits](#)
- [Working during school breaks](#)
- [Eligibility to work in Canada after PGWP application submitted](#)
- Online appointments with an [UTM Immigration Advisor](#)

## 4. Researching Careers and Opportunities

Considering your options? You can learn a lot about careers online which will help as you reach out to employers. Here are a few recommended resources:

- Career Cruising (access through the Resources Link on [CLNx](#)). With engaging career profiles, multimedia video content and a modern, intuitive interface, Career Cruising provides job seekers and experienced workers in transition with an interactive career development and job search resource that guides them forward to new options.
- E-books available through the [University of Toronto Library](#)
- [Industry Reports](#) compiled by the UTM Career Centre
- [Labour Market](#) sites
- Attend online events that connect you to industry professionals and keep you up to date on your industry's trends. As more and more events around the globe are being moved online, this may be a good opportunity to look into online events held in other countries.
- [Going Global](#) – a great resource to see what the labour market and application processes are in countries outside of Canada.
- [My World Abroad](#) – you can create an account with your University of Toronto email in order to access profiles on countries and schools abroad.
- Reviewing profiles of University of Toronto Alumni on LinkedIn. From your LinkedIn account search for the University of Toronto and select "school". On the left-hand tab you will see a link to alumni, and you can conduct a search to see career paths of over 300,000 U of T alumni. If you need information on setting up your LinkedIn, check the [LinkedIn page](#) on the Career Centre website.

You can make an appointment to speak with one of our career counsellors by calling 905-828-5451 or 905-828-5264.

## 5. Updating Your Job Search documents (Resume, Cover Letter, Portfolio, Work Samples)

Did you know that the average employer spends 6-7 seconds the first time they review your resume or cover letter? To stand out from the competition, it's critical that you create tailored, accomplishment-based resumes and cover letters. Check out the [UTM Career Centre toolkit](#).

Also, certain industries may require more than just a resume and a cover letter. For example, software developers may need a Github or a good portfolio of passion projects. An animator in the animation industry may require an online portfolio.

- If you're new to resume and cover letter writing, check out our [first-time resume writing guide](#).
- You can check out [samples](#) here.
- We have tipsheets regarding the entire recruitment cycle [here](#)
- [GitHub](#)
- Creating a portfolio for creative industries.
- As the job search process is temporarily moved online, more companies may request a [video application](#).
- Passion projects are self-led projects that are related to your industry and can showcase to employers not only your interest in the industry of your choice, but also your skills and aptitude. Depending on the project, you may be able to include it on your resume.

Most job seekers choose to have a LinkedIn profile. Please check out our [LinkedIn information](#) page. To help you get started in building your profile, please view our workshop on QUERCUS. You can learn about all our online workshops [here](#).

If you would like a resume, cover letter or LinkedIn profile critique, please contact the Career Centre at 905-828-5451 or 905-828-5264.

## 6. Building Your Conversations and Networking

One of the best ways to learn about careers and find out about opportunities is to reach out to professionals in the field. By conducting [information interviews](#), you can get up to date career and industry information.

### Meeting New People

There are several excellent resources to help you find professionals in your field with whom you can have a conversation remotely.

- **Ten Thousand Coffees** – this is a digital tool that links U of T students (or recent grads) with alumni over coffee, by phone or online. U of T alumni have a lot in common and much to share. You can access the U of T Hub for Ten Thousand Coffees in the Resource section of the [CLNx](#).
- **LinkedIn** – did you know that there are over 300,000 University of Toronto alumni on LinkedIn? From your LinkedIn account search for the University of Toronto and select "school". On the left-hand tab you will see a link to alumni, and you can begin to reach out to them.

## What to Say

Not sure what to say when you meet new people online? Check out our Learn to Network workshop on QUERCUS. You can learn about all our online workshops [here](#). You can also contact an Employment Strategist or a Career Counsellor at the Career Centre to strategize your networking plan.

### 7. Interview Resources

Preparing for interviews takes time and practice. Here are a few resources to help.

#### Interview Preparation Tips

Video and Skype Interview Tips. These days, most employers will be conducting video and skype interviews.

**Big Interview** - Big Interview is an online system that combines training AND practice to help improve your interview technique and build your confidence. You can access Big Interview by logging into CLNx and selecting resources.

**Practice Interviews** – you can set-up a practice interview by calling the Career Centre at 905-828-5451 or 905-828-5264.

### 8. Building Your Skills

There are many free online courses available to you that can help you develop your skills and showcase them to an employer. University of Toronto students have free access to LinkedIn Learning ([click here for details](#)) and alumni can access it through many public libraries. Here are some tips on how to use [LinkedIn Learning](#). LinkedIn Learning is linked to your LinkedIn profile and you will be able to put many completed courses onto your profile.

- Please review this [Business Insider](#) Article on Some of the Top Free Online Courses

Some additional sites where you can do some online learning include:

- Coursera (combination of free and paid courses)
- edX (combination of free and paid courses)
- GitHub (where you can develop and showcase your coding)

With interactions being moved online, learning and practicing common online facilitation tools can give you an edge in the labour market.

- [Zoom](#) – the leading videoconferencing app
- [Microsoft Teams](#) – online collaboration software

Here are some examples of some LinkedIn Learning Courses (there are thousands to choose from).

- Customer Service
- Microsoft Excel
- Time Management
- Problem Solving
- Project Management Foundations
- Rock Your LinkedIn Profile
- What to do on the First 90 Days of Your New Job

Remember, both the Career Centre and the International Education Centre are here to support you in your job search. Please contact us any time.

**UTM Career Centre**

**Website:** <https://www.utm.utoronto.ca/careers/welcome-career-centre>

**Phone number:** 905-828-5451 or 905-828-5264

**Email:** [careers.utm@utoronto.ca](mailto:careers.utm@utoronto.ca)

**Livechat is available on our website**

**International Education Centre**

**Website:** <https://www.utm.utoronto.ca/international/>

**Phone number:** 905-569-4716

**Email:** [international.utm@utoronto.ca](mailto:international.utm@utoronto.ca)