

## How The Career Centre Can Help

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There are many services and resources offered by the Career Centre that can help you to explore and plan your career direction. Check out the Career Centre website: [www.utm.utoronto.ca/careers](http://www.utm.utoronto.ca/careers) for more information. The following are some of the many services and resources that you may find helpful:

**Get Experience Fair: Held in September every year.** Your chance to meet with different employers and find out how to get involved and gain experience. A list of participants will be listed on the Career Centre website in September: <https://www.utm.utoronto.ca/careers/events/fairs-utm/get-experience-fair>

**Get Hired Fair:** Held every year in January, this fair allows students to learn about a range of summer and full time job opportunities. <https://www.utm.utoronto.ca/careers/events/fairs-utm/gethired-summer-full-time-job> fair.

**Graduate & Professional Schools Fair:** Held in September every year. Speak with representatives from various professional schools in Ontario such as Masters in Social Work, Masters in Environmental Studies, Law, etc. <https://www.utm.utoronto.ca/careers/events/fairs-utm>

**Job Shadow Program:** Are you still curious about what career path is best for you? Would you like a chance to experience working in an industry to find out if it's really the path for you? The Job Shadowing Program can help. This job-shadowing program grants you a one- to five- day placement in a career of your choice. Placements have included: Translator, Family Counsellor, Teacher, Editor/Writer, and Speech Language Pathologist. Go to the Career Learning Network to register for the Career Exploration, part 2 workshop that will help you to prepare for your placement. To register go to: [www.clnx.utoronto.ca](http://www.clnx.utoronto.ca) and then go to Workshops and Events.

### On-line Resources

**Career Cruising Website** :(Access through CLNx) Useful resource to look into Job Descriptions, Working Conditions, Salary Information, Interviews, Associations, etc. for various social activist careers. There are hundreds of different careers as well as over 900 multimedia interviews of people of different careers. <https://clnx.utoronto.ca/home.htm>

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**Career Centre E-Book Collection:** Access a wide range of e-books to help you identify your career goals, find careers that have a social impact, help with grad school and much more.

<https://www.utm.utoronto.ca/careers/career-planning/career-resource-library>

**Industry Reports and Labour Market Information:** To learn more about different sectors click on: <https://www.utm.utoronto.ca/careers/industry-reports>. You can also find out additional information about the Canadian labour market by visiting: [www.utm.utoronto.ca/careers/labour-market-information](http://www.utm.utoronto.ca/careers/labour-market-information)

**Tip Sheets:** Do you like information in an easy-to-read, easy-to-digest, take home format? Take a look at our tip sheets on subjects like Effective Interviewing, Networking and Preparing for Graduate School. Events. Find them at: <https://www.utm.utoronto.ca/careers/tip-sheets>

**Career Planning by Year:** Establishing your career isn't something that's done overnight. It's a gradual process that can be accomplished one small step at a time. Visit our Career Planning by Year page for ideas of important career related activities for each year. You can visit us in the Career Centre to find out more about career areas that interest you. <https://www.utm.utoronto.ca/careers/career-planning/career-planning-year>

**UTM Program Plans:** These plans are a quick and accessible overview of the many academic and co-curricular opportunities available to help you get the most out of your UTM experience. We know the choices can be overwhelming, so we've packaged these opportunities into plans that cater to your specific major/specialist program. These plans are also a good resource to learn more about how you can use your degree and to find out how to map out your academic career journey while at UTM. Visit: [www.utoronto.caprogram-plans](http://www.utoronto.caprogram-plans).

### Print Resources

**Career Centre library:** The Career Resource Library contains information about a wide range of occupations in all industries, resume and cover letter resources, effective work search methods, graduate/professional school preparation and preparing to answer some of the tougher interview questions. Visit the library in DV-3094

**The National Occupational Code binders:** These binders provide very detailed, specific and extensive information relating to hundreds of careers. From general overviews of the job, to working conditions,

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to sample job postings related to the field and related articles, the binders are sure to provide you with in-depth answers to many of your job-specific questions.

### **Individual Appointments:**

**Career Counsellors:** If you are unsure about your career direction or want help with shaping your career direction, you may find it helpful to make an appointment with one of our career counsellors. Drop by or call the Career Centre at 905-828-5451 to make an appointment.

**Employment Strategists:** Determine a job search plan with a professional, and receive ongoing coaching to keep you motivated and focused. Drop by or call the Career Centre at 905-828-5451 to make an appointment.