



Employment Strategies for Professionals: Teaching

www.costi.org/onlineservices

Sign up for our interactive online course designed for Teaching professionals. In the course you will learn about and explore:

- Sector specific terminology
- Work communication skills specific to teaching
- Information about the regulatory bodies and the certification process related to working in this field in Ontario
- Resume samples and formats, preparing for interviews and networking
- Pathways, career maps, alternative Job Options and online resources
- Relevant Labour Market Information and useful links
- How to keep the job

You will also benefit from COSTI's on line facilitators, who will assist you with answering any questions. In addition, you will have the opportunity to network with other course participants and learn from each other. Below is an overview of what will be covered in our Teaching course:

Module 1: Welcome to Teaching in Canada

- ✓ Investigate the Canadian Teaching industry, to gain insight into current and future trends and salaries.
- ✓ Learn about registration requirements in Ontario
- ✓ Understand and use appropriate terminology to describe different Teaching careers in Canada.
- ✓ Identify current job titles as they relate to your skills and experiences.
- ✓ Teaching in Community Colleges and alternative options

Module 2: Workplace Communication and Culture

- ✓ How and why we communicate
- ✓ Non-verbal communication in the classroom
- ✓ Communicating with students in the classroom
- ✓ Miscommunication and how to prevent it in the workplace
- ✓ Review the personal qualities valued by Canadian employers
- ✓ Identify your "hard" and "soft" skills
- ✓ Classroom and school community in Ontario
- ✓ Review case studies

Module 3: The Job Search

- ✓ Job Search highlights
- ✓ Networking and cold calling strategies and skills.
- ✓ Terminology used within the Teaching fields and incorporating this information in your job search
- ✓ Create a professional profile, work on a resume, and explore cover letters
- ✓ Identify and match your previous career experiences with Canadian labour market equivalents
- ✓ Investigate various resume styles
- ✓ Exploring methods of interview practices currently in use

Module 4: Once you get a job

- ✓ Communicating effectively in meetings and within teams
- ✓ The Performance Appraisal and how to use it to your advantage
- ✓ The language of Performance Appraisals
- ✓ Ethics and Policy in the Teaching sector