

## Course Agenda

### **SECTION 1: The Environmental Sector in Ontario**

#### **Modules 1 and 2**

- Introduction to the Course
- Overview of the Environmental Landscape in Ontario
- Environmental Engineering and Geoscience Jobs in Ontario

Environment Theme: Overview of Environmental and Climate Change Challenges in Ontario

### **SECTION 2: Fitting In – Workplace Culture in the Environmental Sector**

#### **Modules 3 and 4**

- Introduction to Workplace Culture
- Impact of Workplace Culture in Job Ads and Hiring Practices

Environment Theme: Environmental Engineering

### **SECTION 3: Finding a Job in the Environmental Sector – Part 1**

#### **Modules 5 and 6**

- Tailoring Résumés and Cover Letters

Environment Themes: Environmental Priorities in Building and Construction Industries; Environmental Priorities in Manufacturing

### **SECTION 4: Finding a Job in the Environmental Sector – Part 2**

#### **Modules 7 and 8**

- Preparing to Interview for a Job in the Environmental Sector
- Presenting Yourself

Environment Themes: Environmental Priorities in Manufacturing; Hazardous Materials and Substances Management; Energy Management

### **SECTION 5: Networking and Interviewing Practice**

#### **Modules 9 and 10**

- Networking Approaches, Strategies, and Practice
- Interviewing Practice with Mock Interviews

Environment Themes: Environmental Priorities in Energy/Renewable Energy; Occupational Health and Safety

### **SECTION 6: Achieving Success in the Environmental Sector**

#### **Modules 11 and 12**

- Working Successfully in the Environmental Sector
- Career Action Plan
- Wrap Up/Next Steps

Environment Themes: Environmental Consulting; Environmental Law and Policies (Overview)

### **POST COURSE: Two 1- Hour Employment Coaching Sessions**