

It's Time To Celebrate!

With snow still on the ground and below zero temperatures it's hard to believe that Spring is around the corner. But, it's true, the 1st day of Spring is March 20th and I can't think of a better reason to celebrate! We survived another Winter and will soon be enjoying the sweet smells and sounds of Springtime. Enjoy!

Work Place Survival: From the First day through the First Six Months By: Lindsay Gerard

As you enter a new work environment you need to be prepared. This means **doing your homework** about the company that will be employing you.

Although you've already researched the company basics to **prepare** for your interview; now you need to **dig deeper**. Get yourself **up to speed** on the company and the position you will be filling by researching their product lines, reading company philosophies and mission statements as well as learning about their current projects and the forecasted future.

If possible, ask your immediate supervisor or the hiring manager to **introduce you** prior to your first day. This can help make you **feel more comfortable** on the first day when you see a familiar face.

Plan what you are going to wear for the first week. You want to keep your attire neutral until you can figure out what is appropriate. You may find it useful to ask during your interview or upon accepting the position what the dress code is. Lay out your wardrobe for the week, this way you won't feel so rushed every morning trying to decide what to wear. On your first day wear the outfit that you feel most confident in, if you **feel confident then you will exude confidence**.

Now is your chance to make a **positive first impression**. Before you go in take a deep breath and tell yourself "today is the first day for a brighter future!" **Smile**; show everyone that you are **friendly** and **approachable**. This means keeping your **head up and making eye contact**. Introduce yourself to the people around you. Use your manners and be polite when speaking with everyone who crosses your path no matter who it is. If you run into trouble remember that it's **okay to ask for help**. Ask someone you've met and feel comfortable speaking with.

Over the next few weeks and into the first few months you will be continually growing more and more comfortable within your new surroundings. As you **gain confidence** you can begin to **give input and opinions** on work related matters. While innovation is a good thing, it is important to be **mindful of dynamics** of the workplace. If you are entering an environment where routines are already in place, a newcomer walking in and talking about "better ways" to do things, may be met with negative reactions. Build a trustworthy relationship with your coworkers and **gradually share new ideas**.

Most of all just **relax, be yourself and take it one day at a time**.






*"The past is behind, learn from it.
The future is ahead, prepare for it.
The present is here, live it!"
Thomas S. Monson*

Please see other side for upcoming events and workshops at 2nd Chance...

March 2009 ~ 2nd CHANCE EVENTS

Questions? Ask any 2nd Chance staff
or call our main office at 519-823-2440

Monday	Tuesday	Wednesday	Thursday	Friday
2	3 YWAP @ YRC - 2pm Drop In Activities @ YRC 3-4:30	4 YWAP/ Keys to Workplace Survival Workshops @ Norfolk -1-3 Games Night @ YRC 4-6	5 Join Katie Spears from YMCA-YWCA for discus- sion and pizza @ YRC 4-6	6 Norfolk closed 11-4:30 YRC closed all day
9	10 Drop In Activities @ YRC 3-4:30	11 YWAP/ Keys to Workplace Survival Workshops @ Norfolk - 1-3 Games Night @ YRC 4-6	12 Construction Trades Information Fair Conestoga College 4:30-6:30	13
16	17  Drop In Activities @ YRC 3-4:30 Ace the Interview  Workshop @ Norfolk 1:30-3:30	18 YWAP/ Keys to Workplace Survival Workshops @ Norfolk- 1-3 Games Night @ YRC 4-6	19 YWAP @ YRC- 2pm	20 
23	24 Drop In Activities @ YRC 3-4:30	25 YWAP/ Keys to Workplace Survival Workshops @ Norfolk 1-3 Games Night @ YRC 4-6 See below for more...	26	27
30	31 Drop In Activities @ YRC 3-4:30	March 25th Source One Job Fair 3-6m Ramada Inn Gordon and Stone		

Workshop Descriptions:

YWAP:

Learn how to avoid accidents at work - and what to do if they happen!

Keys to Workplace Survival:

You can survive and succeed in your job! Learn how!

Ace the Interview:

Wow employers by presenting your skills like an expert!

Please call 519-823-2440 for more info on these or other listed events

Where is 2nd Chance?

Downtown Guelph
177 Norfolk St., 519-823-2440

Monday to Friday
8:30 am to 4:30 pm

Youth Resource Centre
Stone Road Mall, 519-823-2818

Mon/Tues 9:30 to 4:30
Wed/Thurs 9:30 to 7:00
Friday 12:00 to 4:30

Fergus
160 St. David St., 519-843-5513

Monday to Friday
8:30 am to 4:30 pm

NOTE: Workshops are also held at schools and other organizations in the community. For more information, check www.2ndchance.ca/jobs/events.shtml or give us a call!