



Celebrating 25 years of
creating successful futures!

Winter/Spring 2020

January 2020 – December 2020



FOR JOB SEEKERS



FOR ENTREPRENEURS



FOR ARTISTS

PROGRAM BOOK

Connect with YES



yesmontreal.ca

514-878-9788

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The centre is open to everyone on a drop-in basis from Monday to Friday, 9:00 AM – 5:00 PM for business use of the computers, phone, internet, Wi-Fi, fax, scanner, copier, resource library and access to job postings.

Most services offered by YES are free.

Schedules and workshop speakers are subject to change. Visit yesmontreal.ca for updates. All workshops are delivered in English.

YES (Youth Employment Services)

666 Sherbrooke West, Suite 700

Montreal, QC H3A 1E7

Tel: **514-878-9788**

Fax: **514-878-9950**

yesmontreal.ca

info@yesmontreal.ca



**Metro
McGill
24Bus**

Registration and Policy Information

BUSINESS HOURS: Monday to Friday, 9:00 AM – 5:00 PM. The YES centre is closed on all statutory holidays.

EVENING WORKSHOP HOURS: Between 6:30 PM – 8:30 PM.

Our daytime workshops are available on a drop-in basis or by pre-registration. All dates and times indicated are EST. Workshops are limited to 35 participants and fill up quickly. Pre-registration is **mandatory** for all evening and online workshops. In order to avoid disrupting workshops in progress, participants that are more than 10 minutes late will not be admitted. Where there is a fee for a workshop, you may register in person, online at yesmontreal.ca or by phone at **514-878-9788**.

Annual Business Service Fee: There is an annual entrepreneurship and artist fee of **\$30**. This will grant you access to specialized services including coaching, Business Bootcamp, legal information and accounting clinics.

Cancellation Policy: To cancel or reschedule an appointment, you must provide at least one business day's notice. If you're more than 10 minutes late for your appointment, you'll be required to reschedule. Cancellations for any paid workshop series or French courses must be received two business days before the start of the **FIRST** workshop in the series. **A \$15 administration fee for refunds apply with the exception of workshop payments of \$20 or less which are non-transferable and non-refundable.** Canceled or rescheduled appointments require 24 hours notice or there will be a \$10 fee, which must be paid before the next appointment is scheduled. Your file may be closed if three or more appointments are missed or cancelled. YES may, in its sole discretion, at any time and for any reason listed in the code of conduct or service agreement waiver, suspend your client file.

For information visit yesmontreal.ca or call 514-878-9788. Register for our monthly YES e-newsletter at yesmontreal.ca.



WHAT WE OFFER

YES is a not-for-profit organization that enriches the community by providing English-language support services to help Quebecers find employment and start and grow businesses. Through our ever-expanding range of support services, we can help you find stable employment, launch and grow your business, or turn your artistic talent into a profitable career.

Entrepreneurs

No matter whether you're at the business planning stage or looking to expand your existing venture, the Entrepreneurship Program offers practical advice and guidance for entrepreneurs at all stages of business development. We offer both online and in-person business coaching, individual or group specialized workshops, legal information and accounting clinics and much more.

OPEN TO ALL AGES AND STAGES OF BUSINESS

Artists

You already have the artistic talent and creativity. With our Artist Program you can learn the business skills you need to transform your art into a viable career. In-house or online, you'll have access to an experienced Artist Coach, informative workshops, as well as an annual conference, accounting advice and legal information. Relevant to artists from all disciplines.

OPEN TO ARTISTS OF ALL AGES AND DISCIPLINES

Job Seekers

Looking for work and want to increase your chance of success? Through employment counselling, workshops, and a resource library, our Job Search Program will ensure that you have the interview skills, résumé writing abilities, and employment industry insights you need to find and land the job that's right for you.

FOR YOUTH AND YOUNG ADULTS (AGES 18 TO 40)

Human Library and Mentorship Services

Want to gain insight into an industry or career? Our Human Library platform makes it easy to tap into a wealth of expertise and knowledge and connect with volunteer mentors working across a range of industries. Each of our mentors is on hand to help steer your career in the right direction or help you grow your business or artistic practice. Start by browsing our online database of profiles at yesmontreal.ca/human_library.

OPEN TO ALL AGES



HELPING YOU AND YOUR BUSINESS SUCCEED | OPEN TO ALL AGES

Ready to launch a new business venture? Expanding your current business or model? Want to be your own boss?

At YES, we are dedicated to helping you and your business succeed! Our Entrepreneurship Services are open to individuals of **ANY AGE**, whether you're in the startup or growth phase of your business. If you need sales and marketing advice or have questions about financing options and resources, our coaching, workshops and seminars are designed to give you the information you need to take your business idea to the next level.

During your visit to the YES Centre, you'll also have **FREE** access to computers, Wi-Fi, a courtesy telephone, fax machine, photocopier, scanner, and a resource library filled with the latest business magazines and books to help you with your business.

Jump-Start Your Business and Financing Tips

FREE

Handout package: \$2



Please Note: Anyone seeking to access our entrepreneurship services is encouraged to first attend this free workshop.

Wednesdays, 2:00 PM – 3:30 PM

Thinking of starting a business or seeking financing?

If you're going to take the leap and start your own business, there are several things you need to consider ahead of time. As an entrepreneur you don't want to miss this start-up session which will walk you through the steps you need to take and the different types of financing options that are available to get your new or existing venture funded.

Following this workshop there will be an opportunity to schedule a 15-minute one-on-one business coaching consult to get answers to your questions and determine your individualized service plan.

15-Minute One-on-One Business Coaching Consult

FREE

To book a business coaching consult, please call **514-878-9788** ext. **316**.



Giving business advice is not a one-size-fits-all solution. This free 15-minute, one-on-one consult with a business coach is specifically designed to determine your individualized service plan. Find out how we can help you develop your business idea and your path to success.

By appointment only. Available in person, over the phone, or online through video conferencing. If you'd like to continue receiving one-on-one business coaching services after this consult, you'll be required to open an entrepreneurship file for a one-time \$30 file activation fee. See page 2 for additional details.

 This symbol indicates that these services are also available online.



ENTREPRENEURS

OUR EXPERTISE AT YOUR SERVICE | OPEN TO ALL AGES

Business Coaching Sessions

FREE*



To book an appointment for Business Coaching Services, please call **514-878-9788 ext. 316**.

No matter what stage of development your company is in, entrepreneurs or aspiring ones need to make important decisions on matters from general management to human resources, to finances and more. Fortunately, we've overseen these processes countless times before and are ready to do the same for you. Our business coaching services can assist you with:

- Idea Evaluation and Business Set-Up
- Growing and Maintaining Your Business
- Business Plan Writing and Development
- Market Research, Sales and Marketing
- Advice on Financing Options and Resources
- Importing/Exporting, Online Business, Franchising and More

Business Bootcamp: Four-Part Series

FREE*



To register for Business Bootcamp, please call **514-878-9788 ext. 316**.

A new series of daytime and evening Bootcamps begin regularly. For start dates and times, please call **514-878-9788 ext. 316** or visit yesmontreal.ca.

Do you know what the “value proposition” of your business is or how your product or service will satisfy the need in the market? Do you understand the different revenue streams your enterprise could have or what your cost structure is?

Whether you're a new entrepreneur or have been operating your business for a while, it's vital to continue to strengthen your business's fundamentals. The Business Bootcamp is a four-week intensive training that will lift your entrepreneurial spirit and decrease your business's chance of injury by ensuring that your venture has a strong core.

During these 90-minute, high-impact sessions, you'll become familiarized with the nine components of the “Business Model Canvas”. Once you're done, you'll be able to apply what you learned to your own business model and receive valuable feedback from the group.

Startup Generator: Plan to Action – Five-Part Series

FREE*



A YES Business Coach referral is required.

Startup Generator daytime sessions begin March 12
To register, call **514-878-9788 ext. 316**.

Not all businesses are the same, but as with everything in the business world, the key to success is in the planning.

Once you've developed your business model, the Startup Generator will cover the most critical business challenges facing early-stage startups, including market research, financial forecasting, pricing strategies, developing an operational team, securing funding and pitching your potential business in a succinct way to capture the right target audience.

This Startup Generator is a concentrated, fast-moving program focused on writing your business plan and getting your business launched. You'll attend a series of five workshops consecutively over a five-week period with access to targeted business coaching inbetween. These workshops encourage peer and experiential learning in diverse groups of up to 25 participants.



SPECIALIZED ENTREPRENEURIAL SERVICES | OPEN TO ALL AGES

On-Site Consultations for Small Business

\$100 (four hours over a period of eight weeks)

Have an existing business that you want to grow? Let YES come to you!

Have a YES Business Coach come to your existing place of business for a total of four hours over a period of eight weeks. Our business coach can identify opportunities for improvement and provide you with information and tips on how to grow your business. Businesses must be operational and located on the Island of Montreal. For more information please call **514-878-9788 ext. 316**.

Registering Your Business

FREE

Pre-registration is required.
Handout package: \$2

Speaker: **Jon Kristinaron**,
Legal Information Officer



Mondays, 12:30 PM – 1:30 PM: January 20, February 17, March 23

What are the benefits of registering your business? What is required to register in Quebec?

Find out all the specifics of what it takes to register a business in Quebec in this free workshop. A Legal Information Officer will show you step-by-step how to register your business with the Quebec government, providing a legal framework to help you through the process. You'll learn about the different legal structures so you can decide which one is right for your business.

Accounting Clinic For Entrepreneurs

FREE*

YES Business Coach referral required.



In this monthly clinic, **Professional Accountants from LCA** are available to provide you with one-on-one information and answer any accounting questions you may have.

This is your opportunity to get free advice on accounting issues such as record keeping, business valuations, financial statements and business taxes.

Legal Information Clinic For Entrepreneurs

FREE*

YES Business Coach referral required.



Legal information questions keeping you up at night?

Take advantage of our free, weekly legal information clinics for entrepreneurs. Our Legal Information Officer is available to provide answers any questions you have related to business issues such as business structures, contract law, taxation and intellectual property.



This symbol indicates that these services are also available online.

*For an annual entrepreneurship fee of **\$30**, you'll have access to specialized services including coaching, Business Bootcamp, legal information and accounting clinics.



ENTREPRENEURS

DAYTIME WORKSHOPS FOR ENTREPRENEURS | OPEN TO ALL AGES

Co-operative Business Models: Structures and Viability

NEW!

\$20



Speaker: **Tina An**,
YES Business Coach, MBA Cornell
University

Monday, January 20, 2:00 PM-4:00 PM

Did you know that there are over 2,800 co-operative entities in Quebec? Are you curious about the co-operative business model? Learn about the various types of cooperatives, how the model works, and how to start one. Discover how a co-operative may be an interesting alternative for your business idea!

The 8 Essential Steps to Starting your Business

NEW!

\$20



Speaker: **Robert Therriault**,
YES Business Coach, CPA, MBA
McGill University

Monday, February 17, 2:00 PM-4:00 PM

Launching a business is an exciting and challenging time. Let us lead you through the critical steps required in the early stages of any venture. We will demystify basic registration requirements, financing options, tips on choosing an accounting software, record keeping and hiring employees. You will gain valuable insight on the various accounting statements, including projections that you will need to launch your business.

The Entrepreneur's Road to Success

NEW!

\$20



Speaker: **Derek MacNeil**,
Entrepreneur, YES Business
Coach, MBA John Molson School
of Business, Concordia University

Monday, March 23, 2:00 PM-4:00 PM

Change is inevitable, but growth is optional, especially in the world of business. Explore how to avoid common entrepreneurial pitfalls, and learn how and when to pivot and change your business's strategic direction to leverage your strengths and boost your chances of success. You will leave feeling empowered and ready to take on any challenge!

The Art of Sales & Negotiation

NEW!

\$20



Speaker: **Wynand Odendaal**,
YES Business Coach, MBA University of
Stellenbosch Business School (Cape Town,
South Africa)

Monday, April 20, 2:00 PM-4:00 PM

In business, sales and negotiation go hand in hand. Join us for this dynamic workshop to explore the many useful ways you can improve your sales, foster successful negotiation skills, and learn how to strategically apply them as an entrepreneur. You'll discover various subtle techniques that enhance your message, help you prepare for uncertainty, and enable you to close the sale while leaving both you and your clients happy.

 This symbol indicates that these services are also available online.



DAYTIME WORKSHOPS FOR ENTREPRENEURS | OPEN TO ALL AGES

Pricing Your Goods & Services

NEW!

\$20

Speaker: **Coby Ingham**,
YES Business Coach,
Business Consultant and Management
Expert



Thursday, May 14, 12:30 PM – 2:30 PM

Do you ask yourself if you are charging enough for your product or service? Do you have questions about fixed costs, variable costs, markups and margins? Learn how to cost your product or service, how to calculate your profit margins, and define a strategy for channel pricing. You will also learn how retailers set their profit margins and how this potentially can affect what you need to remain competitive and profitable.

Hiring Strategies for Startups and Small Businesses

NEW!

\$20

Speaker: **Ruchy Khurana**,
Entrepreneur, YES Business
Coach, MBA McGill University



Monday, June 22, 2:00 PM-4:00 PM

Recruiting Employees or Contractors That Fit Your Mission, Vision and Strategy.

Your first hire is your most important hire and can set the direction for your future HR strategy. Start off on the right foot with this informative and interactive workshop that will highlight the importance of articulating your company's mission and vision to ensure you attract the right fit and talent to your business. Learn how to determine the best position to hire for, craft effective and engaging job descriptions, decide between full time staff and contractors and understand the basic legalities required for each.

Social Media and Your Business

NEW!

\$20

Speaker: **Elizabeth Araujo**,
YES Business Coach,
Ashoka, MBA University of the
Witwatersrand (Johannesburg,
South Africa)



Thursday, July 23, 1:00 PM – 3:00 PM

Understanding Social Media Basics, Strategies and Which Platform is Right for You.

You may know, and even use, some of the popular social media platforms like Facebook, Twitter, LinkedIn and Pinterest. But are you familiar with how social media networks can be used to promote your business and build your brand? Want to learn more about social media, how these networks vary and the opportunities for growing your business? We will unpack the basics; help you understand which ones are better suited for your industry and how to use these powerful marketing tools strategically to lead you to online success.

 This symbol indicates that these services are also available online.



ENTREPRENEURS

EVENING WORKSHOPS FOR ENTREPRENEURS | OPEN TO ALL AGES

Sign Here: Avoiding the Legal Pitfalls of Commercial Leases

NEW!

\$20



Speaker: **Matthew Aronson**,
Lawyer at Adessky

Tuesday, January 14, 6:30 PM – 8:30 PM

Are you looking to lease space for your business but struggling to understand the fine print? Get prepared with this essential workshop that will help you understand the nature of commercial real estate leases. We will go over the process involved in procuring an agreement that suits your business and protects both parties. Critical takeaways will include: assessing your needs, terms, how to talk to landlords and negotiating and closing the deal.

Intro to Search Engine Optimization (SEO)

\$20



Speaker: **Tarek Riman**,
Founder and Digital Marketing Strategist
at Cap.TaiM Marketing, Founder of
Montrealtips.com, Digital Business
Strategist for 30+ Startups and Fortune 500

Tuesday January 21, 6:30 PM – 8:30 PM

So you have a website ... now what? How do you increase your website's traffic to get the right eyes on your content?

In this eye-opening workshop, we'll explore the fundamentals of Search Engine Optimization, or SEO. You'll learn how search engines operate, as well as the HOWs and WHYs of implementing SEO strategies from the ground up so you can get noticed online. Sign up to equip yourself with the indispensable tools you need to direct high volume traffic to your site.

A Beginner's Guide to Launching a Profitable Amazon Business

NEW!

\$20



Speaker: **Julian Crasci**,
Founder of Webjy Media & The Amazon FBA
Blueprint

Tuesday, February 18, 6:30 PM - 8:30 PM

Curious about launching an Amazon business? In this content-packed workshop, you will learn the fundamentals of selecting the right product to sell, the differences between Amazon FBA and FBM services and how to set up effective listings using various Amazon supported advertising tools. Discover the essential steps needed to launch a profitable online business using the world's BIGGEST marketplace from an industry expert!

Website Builders & E-commerce Fundamentals

\$20



Speaker: **Josef Azam**,
Founder & President, Design Shopp

Tuesday, February 25, 6:30 PM - 8:30 PM

You and your business are unique, so deciding which website builder and e-commerce solution is the best choice for you can be overwhelming. Join us for a comprehensive overview of a variety of popular and available website builders as well as the fundamentals of e-commerce. You'll also get the opportunity to discuss critical aspects of the digital landscape such as online marketing, social media integration, and more! This is essential learning for every entrepreneur with an online presence.



EVENING WORKSHOPS FOR ENTREPRENEURS | OPEN TO ALL AGES

Tax Tips for Individuals in Business and the Benefits of Incorporation

\$20



Speakers: **Gavin Correa**, CPA, CA, CFP
& **Edouard Sabbah**, CPA, CA
from accounting firm LCA

Tuesday, March 10: 6:30 PM - 8:30 PM

There are two things that are certain in life, and one of them is taxes. At this seminar hosted by representatives from LCA, you will learn about categories of allowable expenses and deductions, bookkeeping requirements, the process involved in filing your business taxes, the benefits of incorporation and much more. Walk away feeling empowered and prepared this tax season!

Marketing Strategies for Growth: 5 Steps to Building a Successful Marketing Plan

NEW!

\$20



Speaker: **Dayna Lapkovsky**
Marketing Consultant, Marketing Strategist,
Brand Strategist

Tuesday, March 17: 6:30 PM - 8:30 PM

Creating a solid marketing plan for your (personal) brand or business is the first step to success. Join us in this engaging workshop where you will learn top tools, tips and tricks to create a strong foundation to optimize your marketing tactics. Stay relevant to your target market and build a loyal, engaged group of brand ambassadors and rise above the clutter by creating a brand that people will rave about.

Entrepreneurship Speaker Series

Informative. Inspirational. Connected.

Our Entrepreneurship Speaker Series offers a unique opportunity to learn from seasoned professionals in the field, to network, and to hear first-hand stories of success and challenges from fellow entrepreneurs in an intimate and informal environment.

If you're an entrepreneur looking to master your business, to be inspired and to connect with both experts in the field and other entrepreneurs, the Entrepreneurship Speaker Series is designed for you!

The next Speaker Series will take place at the Montreal offices of **Shopify on Thursday, March 5.**

 This symbol indicates that these services are also available online.



ENTREPRENEURS

BUSINESS SEMINAR SERIES | OPEN TO ALL AGES

BUSINESS BASICS FOR STARTUPS SEMINAR SERIES

\$50 for the Three-Part Seminar Series

Ready to launch a new venture or grappling with a new business idea?

This three-week seminar is designed for both novice entrepreneurs as well as the more experienced business owner who is launching a new venture or who is new to business in Quebec. We'll provide you with pragmatic insights, tools and theories to help get your business started on the right foot.

This series sells out quickly. Register now!

Session 1: Tuesdays, 6:30 PM – 8:30 PM: January 28, February 4 & 11

Session 2: Tuesdays, 6:30 PM – 8:30 PM: June 2, 9 & 16

Ideation and Validation

Speaker: **Ron Abraira**,
John Molson School of Business



How can I make this idea work?

Do you have a great business idea but are not sure if it will catch on? Incorporating lean startup philosophies, this seminar provides you with tools to check the validity and viability of your project and identify workable business models. Learn how to clarify your vision, test your ideas and focus your efforts to maximize your probability of success.

Business Structure and Legal Implications

Speaker: **Paul Dery-Goldberg**,
Lawyer, Spiegel Sohmer



How can I avoid legal pitfalls and protect my business?

How do I register my business, what are the options, and how do I decide? What are the legal issues related to leases and intellectual property? What are the roles of professional advisors such as lawyers? This seminar will provide valuable insights into all of these issues.

Building Awareness and Sales

Speaker: **Chris Ramoutar**,
Sales Director,
Momentum Ventures



How can I make sales and grow my business?

Whether you're selling a product or a service, let us help by offering valuable tips on how to build your sales machine. This seminar will cover the entire sales process including how to identify your best potential customers, model your sales process, gather and process leads, communicate your value proposition, build relationships, and close the deal.



SOCIAL ENTREPRENEURSHIP FOR A BETTER WORLD (3 PART SERIES)

\$50 for the three-workshop bundle or **\$20** for each workshop

Are you curious about social entrepreneurship or looking to integrate social impact into your new business? Social entrepreneurship is the use of business-like approaches to create, fund and implement solutions to social and environmental issues. It combines the passion of a social mission with business-like development, strategies and innovation. The workshops will help you understand the basics, explore financing options and get ready to launch a social entrepreneurship initiative.

Social Entrepreneurship for a Better World

\$20



Speakers: **Dario Iezzoni**, Lecturer, Consultant, Social Enterprise Strategy and Marketing
Marlo Turner-Ritchie, Principal Consultant, Social Impact Consulting

Tuesday April 7: 6:30 PM to 8:30 PM

Social Entrepreneurship is the process of pursuing innovative solutions to social and/or environmental problems, but how does this idea translate into a sustainable business model?

The first part of our series will outline what social entrepreneurship is, how it differs from conventional entrepreneurship, the different options and how to make a positive and sustainable impact.

Financing and Alternative Funding Solutions

\$20



Speakers: **Kurt Houghton**, PME MTL, Director – Social economy consulting services and financing
Samuel Laguerre, Futurpreneur, Business Development Manager
Martha Remache, Microcredit Montréal, Credit analyst

Tuesday, April 14: 6:30 PM – 8:30 PM

Social enterprises carry with them a unique set of funding challenges and opportunities. Learn what the funding realities are for both for profit and not-for-profit enterprises, and where and how to access funding.

You will also have the opportunity to hear about alternative funding solutions, learn from success stories and engage with a panel of funding agencies.

Launching Your Social Business

\$20



Speakers: **Anie Rouleau**, Founder & CEO, Baleco
Julie Hamel, Lead Social Entrepreneurship Coach at District 3 Innovation Center
Jonathan Chaloux, Head of Operations and Programming, L'Esplanade; Co-Founder of Coworking Qc

Tuesday, April 21: 6:30 PM – 8:30 PM

In part three, we will discuss the vibrant Montreal ecosystem, and the opportunities and resources available to social entrepreneurs including incubators, competitions and co-working spaces.

In addition, you'll hear from the creator of a successful for-profit social enterprise about her own exciting journey and experiences related to the launch and substantial growth of her business.



ELLEVATING WOMEN IN BUSINESS SERIES

There has never been a more exciting time to be a woman in business! Join us as we learn from the achievements, detours and failures of amazing female entrepreneurs in Quebec's start-up Ecosystem. In our ELLevate Women Entrepreneurship Series you'll hear from established female entrepreneurs and professionals as they share their strategies on finding opportunities, overcoming challenges and making their mark. Come be INSPIRED, LEARN, CONNECT and NETWORK.

Using Personal Superpowers to Build Your Authentic Business

NEW!

\$20

Speaker: **Joanne Weston**,
Organizational Leadership and
Communication Coach



Thursday, February 13: 6:30 PM - 8:30 PM

Although we all have our own unique personalities and traits, entrepreneurs often feel the pressure to start their business the same way as everyone else. In this workshop, you will use the principles of the Myers-Briggs Type Indicator assessment -- sensation, intuition, feeling, and thinking -- to develop an awareness of your inborn personality preferences and better understand your core values in order to make better business decisions.

You will leave empowered to use your unique talents, inspired to work on potential business blind spots and, ultimately, enhance your start-up.

YOU Belong: Women in the Entrepreneurial Ecosystem

NEW!

\$20

Speakers: **Desiree Ruiz and Joelle Martina**, Co-founders of Les Lilas Society



Thursday, March 12: 6:30 PM - 8:30 PM

Learn how to maximize your network as a woman for your business through an exploration of topics like community, loyalty, and relationship development. Walk away with a better understanding of how to create community around your business, engage with the entrepreneurial ecosystem on your own terms, and how to communicate about trust with those around you. Don't miss this inspiring and thought provoking event!

Demystifying Small Business Financial Structures

NEW!

\$20

Speakers: **Poonam Arya**,
CPA, CGA, Retro Accounting Inc.
Ramin Jawanda, CPA, Director of Finance,
Fastco Canada



Tuesday, March 24: 6:30 PM - 8:30 PM

Your financial strategy is an integral part of your business growth and is a critical determining factor of the health of your venture. Our experts will teach you what you need to know about setting up your financial plan the RIGHT way, from the start. Learn about financial statements and how to read them, short and long term strategies, accounting systems and so much more! Stay on top of your finances all year long with tools, tips and materials designed to help you strategize, grow and succeed.



MAY IS WOMEN ENTREPRENEURSHIP MONTH AT YES! | OPEN TO ALL AGES

ELLEVATING WOMEN IN BUSINESS SERIES

Exploring MOMpreneurs & Women Entrepreneurship: Balancing Both Business & Family

\$20



Speakers: **Paulina Podgorska**, SOSgarde.ca / SOSsitter.ca, Founder
Tinka Markham Piper, Solve My Space, Chaos Counselor
Julie Cusmariu, Podcast Host/Producer of Julie in Conversation

Tuesday, May 12: 6:30 PM – 8:30 PM

For some moms, starting a business is a means of creating a better life for themselves and their families. However, running your own business is rarely easy! Join us as our panel of inspiring women entrepreneurs share business advice on how to effectively balance running a business and a household at the same time.

Learn how they managed their time and identified resources and support. These established MOMpreneurs will share their challenges, successes and recommendations related to launching and growing both their online and offline businesses.

Using Vision, Voice, and Values to Build Your Business

\$20



Speaker: **Adriana Greenblatt**, Consultant, Workplace Gender Equality and Inclusion, ALG Consulting

Tuesday, May 19: 6:30 PM – 8:30 PM

Sign up for this interactive seminar and join a group of passionate entrepreneurs to discover and harness the power of your business's values and voice. Through visioning, co-creating and group discussions, you will learn how to articulate, identify and apply your assets, strengths and values to ELLEvate your business.

You will leave with a stronger sense of your core values, a unique voice, a road map of how to bring your vision to life, and tips on how to stay accountable to your action plan.

Beat the Entrepreneur Burnout Before It Strikes

\$20



Speaker: **Melissa Dawn**, Founder of CEO of Your Life, Corporate and Leadership Coach, Author & Speaker

Tuesday, May 26: 6:30 PM – 8:30 PM

As a female entrepreneur, do you ever get stressed, overwhelmed, lose your focus or start questioning why you started this journey in the first place? The good news: you're not alone. The bad news: this is the path to burnout. But help is here! Join us to learn tools and strategies to help you manage the stress and connect with what is truly important. With this empowering toolkit you will make better decisions, use your time more effectively, connect with your inner leader and thrive in your personal and professional life.



OUR EXPERTISE IN YOUR COMMUNITY | OPEN TO ALL AGES

YES IN THE COMMUNITY

YES in the Community is an outreach initiative, presented by YES Business Coaches, that offers our expertise and know-how at local community centres.

The following workshops take place at: **Bibliothèque du Boisé**, 2727 Thimens Boulevard, Saint-Laurent, QC
To register, please call **514-855-6130**
Spaces are limited, so be sure to register in advance.

Social Media and Your Business: Understanding the Basics & Which Platform Is Right For You

FREE

Pre-registration is required.

Wednesday, February 26: 6:30 PM – 8:30 PM

You may know - and even use - popular social media platforms like Facebook, Twitter, LinkedIn and Pinterest. But are you familiar with how social media networks can be leveraged to promote your business and build your brand? This in-depth workshop unpacks the basics to help you understand which platforms are better suited for your industry to increase awareness, improve customer service and make sales. Learn new tips and tricks to connect with your target market through social media.

The Art of Sales and Negotiations

FREE

Pre-registration is required.

Wednesday, April 22: 6:30 PM – 8:30 PM

In business, sales and negotiations go hand in hand. Discover the various and useful ways you can improve your sales, foster successful negotiations skills, and learn how to strategically apply them as an entrepreneur. You'll explore subtle techniques that enhance your message, help you to prepare for uncertainty, and close the deal leaving both you and your clients happy.

We're working to collaborate with co-working spaces in and around Montreal to offer signature YES services such as workshops and business coaching.

Interested in having a YES Business Coach on site? Call us at 514-878-9788 ext. 316.

ENTREPRENEURS



SPECIALIZED ENTREPRENEURSHIP WORKSHOPS AND SERVICES

Learn@Lunch Series

FREE

Pre-registration is required.



Pressed for time? These free seminars hosted by seasoned professionals and guest speakers are offered over the lunch hour at both the YES Centre and online.

For dates, upcoming topics or to register, please visit yesmontreal.ca or call **514-878-9788**.

Human Library: Mentorship for Entrepreneurs



Looking for a mentor in marketing, the startup and tech scenes, in HR management, or other fields? We offer an online platform that makes it even simpler for you to connect with professionals from different industries.

New mentors are added regularly, so be sure to browse through the profiles in the Human Library on our website by visiting yesmontreal.ca/human_library and request to connect one-on-one with any of the volunteers for guidance. See page 30 for additional details.

YES/Futurpreneur Canada Startup Program

YES is a proud partner of Futurpreneur Canada, which provides startup financing, mentoring and educational resources that empower young Canadians 18-39 to start and grow businesses. With the support of our business coaches, you can apply for up to \$15,000 startup financing from Futurpreneur Canada and even go on to gain an additional \$30,000 from BDC (The Business Development Bank of Canada).

For further information on this initiative, please call us at **514-878-9788** or attend our Jump-Start Your Business and Financing Tips workshop. See page 4 for additional details.

YES Client Directory: Entrepreneurs at Work

The YES Entrepreneurs at Work Client Directory offers an opportunity for our entrepreneurship clients to post their business cards in our centre in order to promote their products and services. Ask us how you can post on our board for free and get connected with fellow entrepreneurs.



This symbol indicates that these services are also available online.



ARTISTS

BUSINESS SKILLS FOR CREATIVE SOULS | OPEN TO ALL AGES

Turn your artistic talent into a profitable career!

Our one-on-one coaching sessions and workshop series for artists are designed to teach you the business skills you need to succeed in the creative world. Learn how to market your work, network with industry peers, and get the self-employment essentials like tax tips and financial advice.

These services are open to artists of all ages and disciplines.

Jump-Start Your Art and Financing Options

FREE

Handout package: \$2



Please Note: Those wishing to obtain artist coaching services are encouraged to first attend this free workshop.

Mondays, 1:30 PM – 3:30 PM: Jan 13, Feb 10, Feb 24, Mar 16, Apr 6, Apr 27, May 25, Jun 8, Jun 29, Jul 20, Aug 10

Are you an artist seeking to make a living from your creativity and talent, but don't know how?

Many artists want to live off their art - but where do you start? This orientation session will outline the support services that are available to artists through YES and other arts organizations, and give an overview of how you can finance your work. We'll touch upon key things to consider when building a career or business in the arts - from understanding the funding landscape, to developing relationships with key stakeholders, as well as marketing and essential grant-writing tips - so you can get started today.

After these workshops there will be an opportunity to schedule a 15-minute one-on-one artist coaching consult to get answers to your questions and determine your individualized service plan.

Coaching Sessions for Artists

FREE*


To book an appointment, please call **514-878-9788** ext. **316**.



Please Note: Those wishing to obtain artist coaching services are encouraged to first attend the Jump-Start Your Art and Financing Options workshop.

These individual sessions with a dedicated artist coach can be one-time, occasional or on-going in nature, and are intended to help artists define and attain goals based on short and long-term action plans. We offer guidance and support in a variety of areas including, but not limited to:

- Administration
- Audience development
- Career development
- Event and project planning
- Funding and fundraising
- Goal-setting and prioritizing
- Grant writing
- Industry resources and organizations
- Marketing and promotional tools/strategies
- Media and public relations
- Networking
- Time management

 This symbol indicates that these services are also available online.

*For an annual entrepreneurship fee of **\$30**, you'll have access to specialized services including coaching, Business Bootcamp, legal information and accounting clinics.

ARTISTS



BUSINESS SKILLS FOR CREATIVE SOULS | OPEN TO ALL AGES

15-Minute One-on-One Artist Coaching Consult

FREE

By appointment only.

To book a 15-minute Artist Coaching Consult, please call **514-878-9788 ext. 316**.



This free 15-minute session with the YES Artist Coach offers new clients an opportunity to determine the YES services that will best meet your needs and existing clients an opportunity to address one or two small issues related to your creative practice or business.

Available by appointment only, in person, by phone or online. Once you have attended a consult, if you wish to continue receiving artist coaching services, you'll be required to open a client file. See page 2 for additional details.

Grant Writing Essentials: Two-Part Mini Series

\$35 for the two-part series

Speaker: **Clémence Foisy-Marquis**,
Communications Advisor at Normal

Artists need peer and public recognition as well as the capital to produce, promote and distribute their work to gain credibility. Grants can provide both, but are notoriously hard to get. This mini-series focuses on essential grant writing techniques, including crafting a persuasive "pitch", budgeting, timelines and other handy tips to help you turn out grant applications that are as strong and outstanding as your work.

Part 1: The Pitch

Wednesday, January 22: 6:30 PM – 8:30 PM

Your art has potential - now you must represent it on paper, in a way that will captivate the reader. In the first part of this series, you will learn how to craft a compelling, context-rich pitch that jumps off the page to effectively illustrate your art project's true value. Starting with an essential grant-writing check-list, you will understand how to represent your work with clarity and persuasion



Part 2: Budgets and Timelines

Wednesday, January 29: 6:30 PM – 8:30 PM

All winning grant applications include cohesive, well-thought-out budgets and timelines that accurately illustrate the project from a time and financial perspective. In this session, we will focus on developing a set of best practices for all future grant applications that get results!



Tax Tips for Artists

\$20

Speaker: **Gavin Correa**,
CPA, CA, CFP from LCA



Wednesday, February 12: 6:30 PM – 8:30 PM

As a self-employed artist, are you lost during tax season? In this informative workshop, we will demystify the process and define taxable income, identify allowable expenses and deductions for freelance creative professionals and uncover specific tax deductions and credits that are available to self-employed artists. You'll also learn the best administrative practices to help you with record keeping and bookkeeping throughout the year to make sure you take back control of your art business.



ARTISTS

BUSINESS SKILLS FOR CREATIVE SOULS | OPEN TO ALL AGES

Boost Your Business with Instagram

\$20



Speaker: **Stefano Di Lollo**,
Creative Leadership Consultant
(founder of The Creative-U), Chief
Creative Officer of Papillon MDC Inc., &
Creative Cognition Coach & Speaker

Wednesday, March 11: 6:30 PM – 8:30 PM

With over 1 billion active users monthly, Instagram has become one of the most powerful tools in the digital marketing arsenal. So, what's your story and how do we get it across?

Jumpstart your existing Instagram account to boost your business, personal brand, or organization to new heights, in this action packed seminar. We'll help you build a lead generation funnel to attract engaged clients through creative content and promotion strategies. Entrepreneurs and creatives; brace yourselves, we're going to be breaking the rules for the sake of progress!

.Com and Beyond: An Insider's Approach to E-Commerce

NEW!

\$20



Speaker: **Norma Andreu**,
Artist at Cara Carmina

Wednesday, April 8: 6:30 PM – 8:30 PM

Selling your art online doesn't have to be a tricky business. Benefit from an industry veteran's experience with different E-commerce platforms and find the right fit for your art. In this engaging workshop, we will compare the various risks and advantages of platforms such as ETSY versus opening your own online store in today's competitive landscape. Learn from the best and uncover the various tools to market your art successfully and profitably on the web.

Take it or Leave it : Contract Negotiations for Artists

\$20



Speaker: **Alayna Kolodziechuk**,
Arts Lawyer at Taylor Oballa Murray Leyland LLP

Wednesday, May 6: 6:30 PM – 8:30 PM

The art industry relies on contracts. Do you find yourself asking: What does a typical contract look like? When should you ask for a contract? What do you need to know about boilerplate clauses?

By understanding how contracts work, you can better protect yourself and strengthen your working relationships. Join an entertainment lawyer from the industry as she unpacks real life negotiation strategies that will help you protect yourself and your art.

Book It!: From Idea to Publishing Deal

NEW!

\$20



Speaker: **Myriam Caron Belzile**,
Editorial Director at Éditions XYZ

Wednesday, May 20: 6:30 PM – 8:30 PM

You have worked for months (maybe years!) writing your book - don't stop now! Learn the ins and outs of the publishing world and set yourself up for success. You will walk away with concrete knowledge on what publishers look for in a project and the next steps needed to execute your plan. Join us as a seasoned publisher explains what it takes to get noticed and get a deal.

ARTISTS



BUSINESS SKILLS FOR CREATIVE SOULS | OPEN TO ALL AGES

The 19th Annual Artists Conference

Business Skills for Creative Souls

\$35 or \$30 early-bird

Location: **St-Jax Montreal**,
1439 Sainte-Catherine St. West

Monday, March 30

This not-to-be-missed event brings together emerging and established artists from all disciplines for a full day of inspiration, information and exchange. In addition to great networking opportunities, the day's agenda includes workshops and panel discussions with working artists and arts professionals who share their experiences, best practices and insights on making it in Quebec's cultural industries.

Visit yesmontreal.ca for speaker and program details.

Gamifying the Artist Experience

FREE



If marketing your work as an artist has always daunted you, you're definitely not alone. Now you have access to an award winning, fun and interactive tool created by us that will help you to build your brand as an artist and develop your website and online marketing skills. Play the YES Artist Adventure game today at yesartistadventure.com.

Human Library: Mentorship for Artists



Looking for a mentor in photography, writing, modern music, or other artistic disciplines? We offer an online platform that makes it even simpler for you to connect with professionals from different industries.

New mentors are added regularly, so be sure to browse through the profiles in the Human Library on our website by visiting yesmontreal.ca/human_library and request to connect one-on-one with any of the volunteers for guidance. See page 30 for additional details.



This symbol indicates that these services are also available online.



***NEW* CONNECTING CREATIVE YOUTH THROUGH THE ARTS (CCY)**

The CCY program is designed to ease accessibility for young emerging artists (18-35) to the various resources available to them in Quebec's Arts ecosystem. By engaging artists in their community through practical learning opportunities, the goal is to help each participant build successful artistic careers, expand their network, and learn to navigate the landscape of their industry.

Each group runs for 6 weeks and take place at the YES center, as well as at various arts organizations. Sessions will run on a rotation between January 2020 and March 2021.

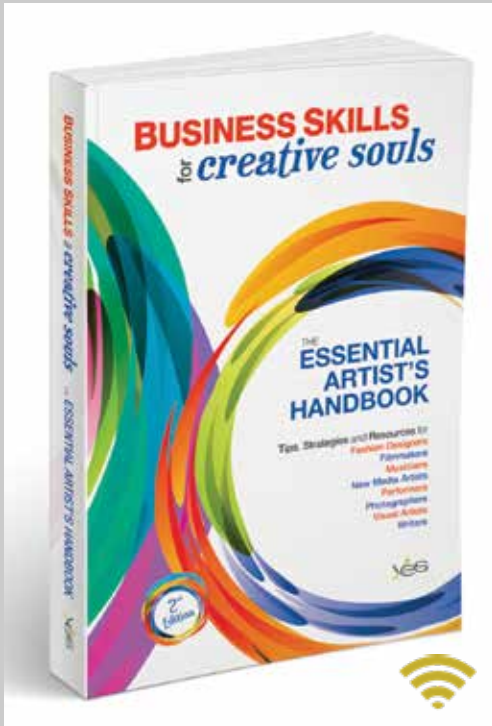
To apply visit the arts section of our website, and fill out the application form for "Connecting Creative Youth through the Arts".

For more information, please email the Arts Coordinator at mstable@yesmontreal.ca to schedule a 15-minute phone consult.



BUSINESS SKILLS FOR CREATIVE SOULS | OPEN TO ALL AGES

BUSINESS SKILLS FOR CREATIVE SOULS: THE ESSENTIAL ARTIST'S HANDBOOK



**YOU HAVE THE TALENT AND THE VISION...
NOW MAKE IT WORK FOR YOU!**

Featuring first-hand advice, best practices, strategies and insider tips from more than 50 working Quebec artists and industry professionals, *Business Skills for Creative Souls: The Essential Artist's Handbook* is packed with practical, no-nonsense content from cover to cover.

Business Skills for Creative Souls: The Essential Artist's Handbook can be purchased for \$24.95 at the YES Centre or call **514-878-9788** to have your copy shipped to you today. EPub and Kindle books are also available for purchase by visiting yesmontreal.ca.

Touching on art/business essentials like marketing, grant-writing, fundraising, social media, legal, accounting and others, *The Essential Artist's Handbook* also boasts an extensive resource listing of arts service, support and funding agencies.

Whether you're a fashion designer, film-maker, musician, new media or visual artist, performer, photographer or writer, this book can help YOU grow.

"An immensely helpful practical book for a business beginner who needs real step-by-step info."

Hilary Radley, Hilary Radley Design Studio

"More than a mere book, consider this to be a chastity belt for your psyche; use it properly and you won't get screwed."

Andy Nulman, President, Just for Laughs

"In Theatre School they teach you how to sing, dance and use your voice, but not how to take care of your finances and business affairs. Later when that catches up to you, these lessons are learned the hard way. I wish I had something like this all those years ago."

Tristan D. Lalla, Award-Winning Actor



JOB SEEKERS

HELPING YOU FIND A JOB OR LAUNCH YOUR CAREER

With over 25 years of experience assisting youth and young adults with their job search, we offer a variety of free employment programs that help individuals (18-40) enhance their employability skills, begin their careers and increase their success in finding employment.

We offer:

- Individual employment and career counselling
- Strategies for finding employment and career planning
- Job search preparation and skill-building workshops
- French classes (for a nominal fee)
- Paid internships and work experience programs
- Professional development sessions and events

Certain criteria for acceptance to some programs may apply. Visit yesmontreal.ca for more details.

Jump Start Your Job Search Express

FREE

Please arrive 25 minutes early to complete the client information form.



In order to have access to workshops or appointments with an Employment Counsellor, participants must first attend this workshop.

Tuesdays and Fridays, 2:00 PM – 3:30 PM

There are several approaches you can take to land a job, the question is, are any of them working for you? No matter what stage you're at in your job search, it takes a lot to get noticed by employers. If you're either unemployed, working part-time and looking for full-time work, or underemployed and looking to change your career path, our goal is to help get you hired! This workshop will help you uncover strategies that work and gain a better understanding of the local and hidden job markets. We'll also present different employability programs available at YES and the eligibility criteria for each program.

Drop-In Sessions

FREE

By appointment only.
Registration starts at 11:00 AM.

Mondays to Fridays: 12:00 PM – 1:00 PM

Have a quick question about your résumé, cover letter, LinkedIn profile or an upcoming interview? We offer 15-minute drop-in sessions with an experienced employment counsellor to answer the questions you have so that you can move forward in your job search. Drop-in sessions are offered five days a week on a first come, first served basis.

Employment Counselling

FREE

By appointment only.
Certain criteria may apply.

We understand that everyone is unique with equally unique job search needs. Because of that, our approach to helping you become employed is also unique. If you're searching for work or exploring your career options, our employment counsellors can help you develop a strategy and build on your unique skills to make informed choices about your employment goals. Servicing clients across Quebec, our personalized and supportive approach helps participants not only prepare for their job search, but successfully land a job.

Jump Start Your Job Search Express is available online to Quebecers who reside **off the Island of Montreal**. If you live on the island of Montreal, please visit the YES Centre in person.

Please note: If it is your first time visiting YES, please arrive at least 25 minutes before the workshop. Late arrivals will not be admitted to workshops. Nominal charges as indicated may apply for some services, such as printed handout packages for workshops which are between \$1 to \$2.

JOB SEEKERS



SKILLS BUILDING PROGRAMS

French – English Language Exchange: Chit Chat

FREE

Must be referred by a YES Employment Counsellor

Focus group sessions are free, run for two hours and are held once a week for eight consecutive weeks. To learn more about how you can participate, contact us at **514-878-9788**.

Focus Group for Job Seekers

FREE

Must be referred by a YES Employment Counsellor

Focus group sessions are free, run for two hours and are held once a week for eight consecutive weeks. To learn more about how you can participate, contact us at **514-878-9788**.

French for Job Seekers

\$75

Must be referred by a YES Employment Counsellor

Focus group sessions are free, run for two hours and are held once a week for eight consecutive weeks. To learn more about how you can participate, contact us at **514-878-9788**.

1:00 PM – 5:00 PM

Is your French missing a certain je ne sais quoi? Est-ce-que votre anglais manque d'un petit somethin' somethin'?

Are you looking for a way to sharpen your French or English conversation skills while socializing, growing your network, and gaining exposure to local work environments and activities? Join us for free language exchange meetings that will help you to break out of your comfort zone, practice speaking English or French, and increase your confidence and ability to successfully integrate into Quebec's labour market.

Session 1: January 15, 22, 29, February 5, 14

Session 2: February 26, March 4, 11, 18, 25

Mondays: 2:30 PM – 4:30 PM

Feeling challenged in your job search? Experiencing decreased motivation? Frustrated with the job search process? Losing confidence?

These free sessions are specifically designed to help you overcome common obstacles and barriers related to your job search by providing you with support, strategies and tools to help you gain momentum during periods of transition and regain your confidence.

Join our Focus Group and connect with others in similar situations.

Session 1: January 27 – March 16

Session 2: April 27 – June 15

Wednesdays and Fridays: 9:30 AM – 12:30 PM

Improve your fluency in French and gain confidence contacting employers. This four-week course, held twice a week, will provide a re-introduction of the basic structures of French focusing on the four skills: speaking, listening, reading and writing.

Emphasis will be on an introduction to overall French grammar with a focus on using French in your job search: key words, interview techniques and leaving a voicemail message pertaining to a job application. If you have knowledge of basic French vocabulary, can form simple sentences and understand some spoken French, then this course is for you.

Session 1: January 22 – February 14

Session 2: March 11 – April 3

Session 3: April 22 – May 15



JOB SEEKERS

JOB SEARCH AND CAREER DEVELOPMENT WORKSHOPS

Pre-registration is required for daytime and evening workshops. In order to participate in the daytime workshops and employment counselling, you must first attend a **Jump Start Your Job Search Express** or **Drop-In Session**. Online workshops are interactive and may have group activities.

Get Your Résumé Noticed

FREE

Pre-registration is required.
Please bring a copy of your
current résumé to the workshop.



Mondays, 10:00 AM – 12:00 PM: January 6, February 3, March 2, April 6, May 4, June 1, July 6, August 3

Having a solid résumé can greatly improve your chances of landing that crucial job interview, but writing a résumé can be hard when you feel you're not doing it correctly.

Learn what employers are looking for and how to grab their attention so you can get your foot in the door. No more wondering why your application is getting overlooked. It's time to make sure your résumé gets noticed!

Leverage Your LinkedIn

FREE


Pre-registration is required.



**Tuesdays, 10:00 AM – 12:00 PM:
January 7, February 4, March 3, April 7, May 5, June 2, July 7, August 4**

Leveraging your LinkedIn isn't about filling your inbox with job offers, it's about connecting with industry professionals and employers.

We'll take you step by step through the process of determining your personal brand, creating an "all-star" profile, and getting results all while making meaningful connections with people in your field. It's time for you to maximize your LinkedIn experience!

 This symbol indicates that these services are also available online.
The workshops are interactive and may have group activities.

JOB SEEKERS



Nail Your Next Interview

FREE

Pre-registration is required.



Mondays, 10:00 AM – 12:00 PM: January 13, February 10, March 9, May 11, June 8, July 13, August 10

If the thought of a job interview stresses you out and you think your interview skills could use some polishing - you're not alone! Whether it's been a while since you've had an interview or you just need a refresher on how to prepare for one, consider this your total interview preparation guide!

Discover tips and strategies to help you to manage interview stress, identify your skills and show off your experience by using proven interview strategies.

Ace Tough Interview Questions

FREE

Pre-registration is required.

Tuesdays, 10:00 AM – 12:00 PM: January 14, February 11, March 10, April 14, May 12, June 9, July 14, August 11

Wouldn't it be great if you knew exactly what questions a hiring manager would ask you in your next job interview? Look no further!

This interactive workshop will take you through and prepare you for the most commonly asked interview questions, what hiring managers are really looking for in your answers and how to prove you're the right person for the job. Whether you're getting stuck in the interview process or it's your first interview ever, you'll leave this workshop feeling confident and ready to ace your next interview!

Understanding the Montreal | Quebec Labour Market

FREE


Pre-registration is required.



Mondays, 10:00 AM – 12:00 PM: January 20, February 17, March 16, April 20, June 15, July 20, August 17

In today's dynamic and competitive workforce, it can be challenging to keep up with trends, in-demand jobs and the companies that are hiring.

We'll show you how to leverage online business directories, target growing industries in Quebec and research salary ranges in your field that will help you to access the hidden job market and gain control of your job search.

 This symbol indicates that these services are also available online. The workshops are interactive and may have group activities.



JOB SEEKERS

Self-Assessment and Career Exploration

FREE

Pre-registration is required.

Tuesdays: 10:00 AM – 12:00 PM: January 21, February 18, March 17, April 21, May 19, June 16, July 21, August 18

If you're starting your career, exploring options or changing professional direction, the process can be exciting and at times overwhelming.

While you might have an idea of what you want to do, this workshop will help you to clarify your options by using self-assessment activities to figure out what your work preferences are and explore which career paths best suit you. You'll leave this workshop with tools to help you continue the career exploration process and gain more clarity.

Emotional Intelligence & Communication Styles in the Workplace

FREE

Pre-registration is required.



Mondays: 10:00 AM – 12:00 PM: January 27, February 24, March 23, April 27, May 25, June 22, July 27, August 24

Emotional Intelligence and communication have been identified as the two most important soft skills that employers need in today's competitive labour market. Understanding your communication style, whether it be in interviews, networking or day to day business, is important for all aspects of your career.

We'll explore the fundamental components of emotional intelligence and communication styles in the workplace, and provide tips and strategies on how to best communicate with a wide variety of people.

Networking for Introverts

NEW!

FREE


Pre-registration is required.



Tuesdays: 10:00 AM – 12:00 PM: January 28 and May 26

Does networking make you uncomfortable, nervous, or overwhelm you? Well, you are not alone. For many job seekers and business professionals, networking can seem forced, inauthentic and in some cases, unnatural.

This workshop is designed to address common networking concerns you may have, provide ideas as well as strategies on starting and carrying on conversations and maintaining connections. You'll also have an opportunity to put your newly learned skills to use through some interactive activities.

 This symbol indicates that these services are also available online. The workshops are interactive and may have group activities.

JOB SEEKERS



Inside the Recruitment and Hiring Processes | What You Need to Know

NEW!

FREE

Pre-registration is required.



Tuesdays: 10:00 AM – 12:00 PM: February 25 and June 23

Job seekers spend countless hours completing online applications, writing cover letters and tweaking their resumes when hunting for their ideal job, but rarely put themselves in the recruiter's mindset.

Learn how the recruitment process works on the employer's side. We will take you step by step through the hiring process, from going over job applications, interviews, typical pre-employment tests, reference checks and job offers, and give you helpful tips and advice for each step.

Staying Motivated During Your Job Search

NEW!

FREE

Pre-registration is required.



Tuesdays: 10:00 AM – 12:00 PM: March 24 and July 28

In any job search or career change, motivation can seem elusive and feel as though it escapes us. Maintaining your motivation can be one of the most difficult things to do while looking for work. Discovering your natural ebb and flow when it comes to what motivates you will help you to stay focused, confident and action-oriented.

This workshop will help you get and stay motivated throughout your job search. Through individual and group activities, you'll learn how to set and achieve S.M.A.R.T (Specific, Measurable, Achievable, Realistic, and Timely) goals realistically. You'll leave this workshop feeling motivated and confident that you can achieve your job search goals!

Creating a Job Search Game Plan

NEW!

FREE


Pre-registration is required.



Tuesdays: 10:00 AM – 12:00 PM: April 28 and August 25

So, what is the "right" game plan to successfully land a job? It's different for everyone depending on where they are in their job search. Identifying and pinpointing what areas need clarifying is the key to creating and maintaining a strong game plan for your job search.

Through a variety of exercises, we'll help you to create your own personalized Job Search Game Plan by clarifying your priorities and goals, and by helping you to become more strategic and tactical in your approach.

 This symbol indicates that these services are also available online. The workshops are interactive and may have group activities.



JOB SEEKERS

THE TRAINING YOU NEED TO SUCCEED | OPEN TO ALL

PROFESSIONAL DEVELOPMENT WORKSHOPS

Applying for Jobs in the Public Service Commission of Canada

FREE

Pre-registration is required.



Monday, February 3: 2:00 PM – 4:00 PM

Did you know that the Public Service Commission of Canada is the Human Resources department for most Canadian government agencies and departments?

In this information session, you will learn how to apply to postings, how to best answer pre-screening questions, what to include in your résumé and cover letter and how to prepare for the interview process. Representatives will also explain second language requirements for working in the Canadian government and how candidates are evaluated.

Enhance Your Job Search with Social Media

FREE

Pre-registration is required.



Speaker: **Angela Rodriguez**,
Digital Marketing Specialist

Thursday, February 20: 6:30 PM – 8:30 PM

If you want to find job postings you won't find anywhere else and put yourself on the radar of decision-makers and key employees of companies, then this session is not to be missed!

We'll teach you how to leverage features from several social media networks including keyword monitoring and geolocation on Twitter, job opportunities on specialized Facebook pages and groups, and much more. Plus, you will also find out how to conduct offline follow-ups for your online efforts.

Shape Your Authentic Job-Seeking Strategy

NEW!

FREE

Pre-registration is required.

Speaker: **Joanne Weston Edes**,
Leadership Coach

Thursday, March 19: 6:30 PM – 8:30 PM

Tap into your personal superpowers!

How many variations of coffee orders are there? The answer is the same for personalities - infinite or close to, because we're all unique blends of our own personality and environment. Using the principles of the Myer-Briggs Type Indicator assessment tool, you will develop an awareness of your own innate superpowers and potential blind spots.

These personality preferences can inform not only the type of workplace you would thrive in, but also how you approach your job seeking. You will leave this workshop armed and ready to build an authentic strategy for finding meaningful employment.

JOB SEEKERS



THE TRAINING YOU NEED TO SUCCEED | OPEN TO ALL

TWO PART WORKSHOP SERIES

Join **Patricia Paul**, M.Ed., M.Sc (A) CFT, in her interactive workshops that will help you explore the challenges you face as a job seeker and how to get out of that funk you face when you don't get the job you want. Through thoughtful conversations and activities let's work at you being your best job seeking self!

Job Seekers' Stress Buster | Building Your Job Seeker Grit | Part I

NEW!

FREE

Pre-registration is required.

Thursday, April 23: 6:30 PM – 8:30 PM

When you get your hopes up for that dream job and it doesn't pan out, how do you handle the rejection?

Building your resiliency and self-care practices are essential to surviving the inevitable stress faced by job seekers. The awareness and grit required to resolve rejection can make the difference in finding a job. Changing our thinking can help you turn disappointment into opportunity.

This workshop will provide you with essential tools and strategies leaving you feeling empowered to practice the art of Job Search Stress Busting!

Job Seekers' Stress Buster | Maintaining Your Best Job Seeker Self | Part II

NEW!

FREE

Pre-registration is required.

Thursday, May 21: 6:30 PM – 8:30 PM

Applying for jobs can be a discouraging process: you might apply for multiple jobs, yet never get any callbacks, or you go for interviews, yet don't get hired.

Where part one, **Building Your Job Seeker Grit** left off, this workshop will focus on how shifting your responses to rejection can help reshape your outlook into a positive framework that will support you through your job search process.



JOB SEEKERS

CAREER SERVICES AND EMPLOYMENT SUPPORT | OPEN TO ALL

Résumé and Cover Letter Translation

For pricing, please call **514-878-9788**.

Need your résumé and cover letter professionally translated?

Submit your electronic document to info@yesmontreal.ca and your English to French résumé translation will be ready within seven to ten business days. Call **514-878-9788** for pricing.

Job Postings

Whether you're looking for a full-time job after graduation, summer job, part-time job or an internship, visit yesmontreal.ca for a list of current job opportunities. Job postings are updated daily so be sure to check frequently.

In order to apply to any of the job postings, please visit the YES Centre during regular business hours and consult our job posting binder. Internet access and computers are available for your use to conduct job searches or create your cover letter and résumé.

Career Testing Services

Pricing is on a sliding scale. Please call **514-878-9788** for details.

Not sure what career path you want to follow? Or, maybe you're at a career crossroad? We use two standardized tests to help you explore different career options that match your skills, personality type, values, and interests. Together with an career advisor, you'll examine your interests, personality preferences and clarify your career objectives. Career testing is offered on an individual basis.

Human Library: Mentorship for Job Seekers



Looking for a mentor in engineering, human resources, marketing, or other fields? We offer an online platform that makes it even simpler for you to connect with professionals from different industries.

New mentors are added regularly, so be sure to browse through the profiles in the Human Library on our website by visiting yesmontreal.ca/human_library and request to connect one-on-one with any of the mentors for guidance. See page 30 for additional details.



This symbol indicates that these services are also available online.

MENTORSHIP



MENTORSHIP SERVICES | OPEN TO ALL

Human Library: Mentorship Services

FREE



The YES Human Library is a twist on a traditional library where the titles available for checkout are community volunteers willing to share their knowledge and expertise.

Individuals who are looking to develop their careers or businesses can browse the volunteer profiles on the Human Library section of our website and request to connect one-on-one with any of the volunteers for guidance. We have experts in web development, project management, arts administration, retail, and aerospace – to name a handful.

Experienced volunteers can be accessed via in-person meeting, videoconference or telephone for a one-time informational interview. From there, the possibility of a short (three month) or long-term (six months or more) mentorship relationship can be pursued if both parties wish to continue working together.

New mentors are added regularly, so be sure to browse the Human Library via the YES website at yesmontreal.ca/human_library or contact the Mentorship Coordinator at **514-878-9788** ext. **331** for more information on our Mentorship Services.

Become a Mentor

Are you an experienced professional with a sense of commitment and desire to give back to the community? Are you looking for volunteer experience? Do you want to share your knowledge and expertise?

Contact the YES Mentorship Coordinator at **514-878-9788** ext. **331** for further information on how you can give back to the community by becoming a mentor. You can also complete an online application form on our website at yesmontreal.ca.



This symbol indicates that these services are also available online.



GRANTS AND LOANS

Whether you're an artist or entrepreneur looking to start or expand your business, we have funding options for you. Attend a free Grants and Loans Information Session to learn about all of the funding options available through YES and different community programs. Topics covered include eligibility criteria, targeted sectors and industries, as well as levels of funding available. For more information, visit yesmontreal.ca or contact us at **514-878-9788**.

For Entrepreneurs: Jump-Start Your Business and Financing Tips

FREE



Wednesdays, 2:00 PM – 3:30 PM

Want to know more about the resources and funding options available to support Quebec entrepreneurs?

As a budding entrepreneur you don't want to miss this orientation session which provides the basic information required to launch your business in Quebec. Information is also available about funding options from different community programs. Topics covered include eligibility criteria, targeted sectors and industries, as well as levels of funding available. See page 4 for additional details.

For Artists: Jump-Start Your Art and Financing Options

FREE



Mondays, 1:30 PM – 3:30 PM: Jan 13, Feb 10, Feb 24, Mar 16, Apr 6, Apr 27, May 25, Jun 8, Jun 29, Jul 20, Aug 10

Are you an artist seeking to make a living from your creativity and talent, but don't know how?

This orientation session outlines the support services available to artists through YES and other arts organizations, and touches upon key things to consider in building a career or business in the arts. Topics include getting to know your industry, marketing/promotion, governance, developing relationships with key stakeholders, understanding the funding landscape and essential grant-writing tips. See page 15 for additional details.

YES/Futurpreneur Canada Startup Program

Are you in need of financing for your new business?

You may be eligible for a loan of up to \$45,000 through YES in partnership with Futurpreneur Canada, and in collaboration with the Business Development Bank of Canada (BDC). YES will guide you through the process to help increase your chances of success. To have a YES Coach work with you on your loan application and business plan, please ensure that you identify YES as your Community Partner with Futurpreneur.

ONLINE SERVICES



OUR EXPERTISE AT YOUR SERVICE, ANYWHERE IN QUEBEC

So that Quebecers province-wide are able to access our support services, we've made our programs available online via video conferencing.

Get Started: In order to access our services online, you'll need to make sure that you have the right software and bandwidth capabilities. For more information, visit our website at yesmontreal.ca or contact us at **514-878-9788** or **1-888-614-9788**. Standard program sign-up fees or workshop costs apply where applicable.



**Also Available
Online Symbol**

When you see this symbol indicating that the service offered is also available online, you can visit our website at yesmontreal.ca or call us at **514-878-9788 / 1-888-614-9788** to register or obtain more information.

If you're within the Montreal area, it is recommended that you visit our centre in person to have greater access to all of the services and resources available.

Online Workshops and Seminars



The majority of the Job Search, Entrepreneurship and Artist workshops and seminars offered at the YES Centre are available online for clients within Montreal and surrounding Quebec regions. The Job Search Program's Jump-Start Your Job Search Express is available online exclusively to Quebecers who reside off the island of Montreal. See page 20 for additional details.

Using our live streaming service, you'll be able to watch, listen and respond to our seminars through your home computer. Pre-registration is required and take note that all online workshops are interactive and may have group activities.

Online Business Coaching Services



Need business coaching advice but can't make it to our centre? Take advantage of our individual and group business coaching sessions via online video. YES offers the latest video equipment to provide long-distance online services to Quebecers that are personal, professional and private.

Community Portal



Want access to exclusive videos and documents to help you reach your full potential? We have created a community of tools and resources for you to get informed, get inspired and get ahead. Register and log in to the Community Portal on our website at yesmontreal.ca.

FREE



GIVE AND GET INVOLVED

YES NEEDS YOUR SUPPORT

If, like us, you're passionate about having access to English-language services in Quebec and you're looking to make a positive difference, please donate online at yesmontreal.ca or by phone at **514 878-9788**. Tax receipts will be issued for gifts of \$10 or more.

Tune In To YES¹⁴: A Benefit Event & Silent Auction

Want to have fun and help change someone's life at the same time?

Join us for an evening of fun and entertainment, featuring an amazing silent auction, complimentary food, wine, beer and live music. We kindly invite our community, friends and supporters to attend this important event and raise awareness of the many services we provide to Quebec's job seekers, entrepreneurs and artists. See you in the fall!

Visit yesmontreal.ca or tuneintoyes.com for tickets and details.

YES at a Glance

YES is a community-based English-language service provider that has been helping Quebecers province-wide find employment and start and grow businesses for more than 20 years.

YES was created in 1995 as a non-profit charity to stem the flow of young people out of Quebec. Since then, we have expanded our mission to help over 56,700 Quebecers during economic uncertainty through our various programs and services for Job Seekers up to age 40 and Entrepreneurs and Artists of any age.

Over 5,000 Reasons to Donate to YES

For more information on our fundraising efforts, visit yesmontreal.ca.

Charitable Registration Number:
88872 9050 RR 0001

Your support helps provide services for free or at affordable prices to every person who walks through our door. Your donation helps us reach more clients each year – over 70,000 so far! Each person who comes to YES for help is important to us, and your support of our innovative and personalized services is key to their success.

Here's where you can make a difference:

This is where you can make a difference:

- Help a young job seeker build their career
- Help an entrepreneur succeed in launching or scaling a business
- Help a talented artist earn a living through their art

Donate online at yesmontreal.ca or by phone at **514-878-9788**. Tax receipts will be issued for gifts of \$10 or more.

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FOR JOB SEEKERS



FOR ENTREPRENEURS



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PROGRAM BOOK

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