

Free Mini-Workshop Schedule

Monday Nov 30th, 2009 – Improve Your Customer Service Skills

Excellent customer service is the cornerstone of a successful business. Being able to deal with the public is a valuable skill for anyone considering self employment. In this fun and interactive workshop you will learn about the five w's of customer service and how they can help you be successful in your business.

Time: 12pm – 2pm (lunch will be served) · Location: AiMHi, 950 Kerry Street

Tuesday Dec 1st, 2009 - Essential Skills for Small Business Owners

Do you want to be your own boss? Do you have what it takes to make your business a success? Learn more about the essential skills needed in order to be successful in your business. Learn to manage your time, set and achieve goals and effectively organize your daily schedule.

Time: 12pm – 2pm (lunch will be served) · Location: Triumph Vocational Services, 201 Victoria Street

Wednesday Dec 2nd, 2009 - Community Accessibility / Communication Skills

People with disabilities face a number of challenges when it comes to accessibility in the community. The first half of this workshop is will discuss solutions for small business owners to overcome these barriers. In the second half of the interactive workshop you'll learn valuable tools and tips for improving your communication and listening skills.

Time: 12pm – 2pm (lunch will be served) · Location: Triumph Vocational Services, 201 Victoria Street

Thursday Dec 3rd, 2009 - Exploring Your Business Idea

This workshop will help you explore your business idea in a fun and interactive learning environment. You also will be provided with a web-based toolkit and resources to help you determine if self-employment is the right fit for you. Come prepared to challenge yourself and learn about what it takes to be in business.

Time: 12pm – 2pm (lunch will be served) · Location: AiMHi, 950 Kerry Street

Friday Dec 4th, 2009 – But What do I do Next?

This “where to from here” workshop will provide you with tools and information on how to move forward with your self-employment plans. A number of programs will be discussed that offer training, support and business loans for people interested in starting their own business.

Time: 12pm – 2pm (lunch will be served) · Location: Community Futures, 1566 Seventh Avenue

TO REGISTER FOR WORKSHOPS PLEASE COMPLETE & SUBMIT THE ATTACHED REGISTRATION FORM

