

# Summer Work Search

## Tips

1. Be strategic in your summer job search. Target jobs that will help you test out a career, and build your skills and your network in your chosen field.
2. Start early! Many employers' deadlines for recruiting are in January/February.
3. Remember that not all jobs are posted. The hidden job market is alive and well so look for both advertised and un-advertised jobs. When looking for un-advertised jobs, here are a couple of tips:
  - Network: let everyone know you are looking for work
  - Contact employers directly by phone, e-mail or in person
4. Use social media – follow companies on Linked In, Twitter and Facebook to hear about summer opportunities and deadlines.
5. Consider being your own boss by starting a business - funding may be available.
6. Last but not least, visit Careerspace for help with your résumé, cover letter and interview prep.

## Qualities Employers Look For

Of course, employers value “experience”, but many summer students just don’t have it. Do employers hire students without experience? Yes – employers are also interested in your skills from school, extra-curriculars, and volunteer work. Show that you have some of the key qualities all employers are looking for and highlight them on your resume:

- Great attitude and work ethic
- Teamwork and communication
- Ability to work independently
- Problem solving
- Motivation and initiative
- Reliable and honest

### Some Common Job Areas

- Hospitality (restaurants, resorts, hotels)
- Offices (government agencies, private companies and non-profit organizations)
- Labour (construction, landscaping)
- Recreation, arts, culture (summer camps, museums and heritage organizations)
- Personal Services (childcare)
- Outdoor (provincial parks, garden centres)

### Contacting Employers

Develop your own script to talk to employers:

“Hi. My name is Lee and I am a third year student at Trent. With my background in environmental studies and my experience working outdoors, I’m now really interested in working as a field technician. I wanted to find out when you begin your summer hiring and was hoping to come in to introduce myself.”

## Government Opportunities

### Federal

- [Federal Student Work Experience Program](#) - Provides summer positions with Federal Departments and Agencies. Search FSWP on the Government of Canada website or checkout #FSWEP on Twitter for more details.
- Young Canada Works -- Provides summer positions with Heritage Canada: Young Canada Works
- [Explore program](#) – A five-week French-language bursary program. Check out: [myexplore.ca](http://myexplore.ca)

# Government Opportunities

## Provincial

- [Summer Employment Opportunities](#) – Offers a variety of positions with the Ontario Government and related agencies. Visit [ontario.ca/summerstudents](http://ontario.ca/summerstudents)
- [Summer Company Program](#) -- Supports students in running their own business. For more info, search “start a summer company” on the Government of Ontario website.

## Municipal/Regional

- Check city, town, region and county websites for summer hiring programs
- Apply early! Local levels of government usually hire for summer positions in January

## Target your online search

Check industry specific job boards. For example, environmental jobs can be found at [workcabin.ca](http://workcabin.ca) and [goodwork.ca](http://goodwork.ca). You can find cultural and arts postings at [workinculture.ca](http://workinculture.ca) and not-for profit jobs at [charityvillage.com](http://charityvillage.com). For other ideas, check out “[What Can I do with My Degree](#)” on the Careerspace website, and our [Links page](#). Use meta search sites such as [eluta.ca](http://eluta.ca), [indeed.ca](http://indeed.ca), [wowjobs.ca](http://wowjobs.ca) and [simplyhired.ca](http://simplyhired.ca).

[jobbank.gc.ca](http://jobbank.gc.ca) – [Canada-wide job board](#)  
In April this will be the job board where student job opportunities with the Canada Summer Jobs program will be posted.

[talentegg.ca](http://talentegg.ca) - A career site for students and new grads

[trentu.ca/sep](http://trentu.ca/sep) - [Trent's job board](#)

## Peterborough and Area

Find Employment Service Providers and Youth Employment Services in your area:

- [Employment, Planning & Counselling Peterborough](#)
  - [epcjobs.ca](http://epcjobs.ca)
- [Victoria County Career Services](#)
  - [careerservices.org](http://careerservices.org)
- [Agilec.ca](http://Agilec.ca)
- [Fleming C.R.E.W. Employment Centre](#)
  - [flemingcrew.ca](http://flemingcrew.ca)

Find lists of employers in your area and contact them directly:

- [Peterborough Chamber of Commerce](#)
  - [peterboroughchamber.ca](http://peterboroughchamber.ca)
- [Peterborough Economic Development](#)
  - [peterboroughcanada.com](http://peterboroughcanada.com)
- Not for Profits:
  - [211ontario.ca](http://211ontario.ca)

## Oshawa/Durham

Find Employment Service Providers and Youth Employment Services in the Oshawa/Durham area:

- [YMCA Durham Employment Pickering/Ajax](#)
  - [ymcagta.org](http://ymcagta.org)
- [John Howard Society of Durham Region](#)
  - [jhsdurham.on.ca](http://jhsdurham.on.ca)
- [Oshawa Community Employment Services](#)
  - [employmenthelp.ca](http://employmenthelp.ca)

Find lists of employers in the Oshawa/Durham area and contact them directly:

- [Oshawa Business Directory](#)
  - [ylm.ca/Oshawa](http://ylm.ca/Oshawa)
- [Durham Business Directory](#)
  - [ylm.ca/durham](http://ylm.ca/durham)
- Not for Profit
  - [Informdurham.com](http://Informdurham.com)
  - [211toronto.ca](http://211toronto.ca)

For more information visit: [trentu.ca/careerspace](http://trentu.ca/careerspace)  
Or drop by the Student Centre, room 3.10.

## Looking for a youth employment agency in another area?

Employment Ontario Service Providers can be found at:  
[ontario.ca/page/employment-ontario](http://ontario.ca/page/employment-ontario)