

## US2U Consulting Career Coaching – Elevate your Career in 2021

**Definition:** Career Coaching is a structured process which focuses on enabling individuals to review their current situation, identify what they want from their future career and supports them in devising a realistic plan to achieve it.

It can be helpful at all stages of Working Life:

- At the very start of your career.
- Dealing with an unscheduled career change.
- Conducting a mid-career review
- Planning a transition to a more flexible working life.

### **US2U Consulting Services Offered: The One-to-One Programme**

A comprehensive programme, whilst fully tailored to each individual, will generally include the following:

**Initial Career Discussion:** A detailed 1.5-hour discussion on your career aspirations and the options available in the current jobs market. We will consider possible alternative careers and explore your full range of knowledge, skills and competencies. The outcome will be a realistic and focused career plan for immediate action.

**CV and LinkedIn Profile:** The first stage in a successful job search is the ability to get noticed by recruiters. This involves developing a convincing and credible CV and LinkedIn Profile which support the direction of your personal career plan. This will include advice on tailoring your CV to meet the requirements of individual recruiters.

**Career Coaching:** Two one-hour career coaching sessions which can be used in any way to support your personal career plan. Options include:

- **Interview Preparation:** Providing advice and guidance on how best to prepare for different types of interview and researching prospective employers.
- **Interview Role Play:** An opportunity to undertake a “mock interview” for a particular job and receive detailed, constructive feedback. This can be particularly helpful for those preparing for Competency based interviews.
- **Networking Advice:** It is recognised that networking, particularly online, is of increasing importance in today’s current job market. We can explore how to plan your approach, specific techniques and how to overcome fears.
- **Alternative Options:** The opportunity to consider alternative options. This can include self-employment, consultancy, freelance work or other more flexible approaches.

**3 months Ongoing Support:** The package includes three months of support from your personal Career Coach. Accessed via telephone or email this can be used to answer questions on any aspect of your job search or receive additional coaching on particular challenges or issues.

All the above elements can be purchased on a “stand alone” basis or as part of a personally tailored package. Please get in touch for more information.