Day 4.5 – Title: “Every Mission Needs a Map.”

IThe first step in tracking a job search is to identify a method that is manageable for the individual. For some, that’s a spreadsheet; for others, it’s a handwritten log. The best system is the one you’ll actually use.

I draw on my background in emergency management and the Incident Management System when helping clients organize their employment process. Those principles work just as well in a career search as they do in high-pressure operations.

When I’m making a career change myself, I start with a target occupation. From there, I:

Research the requirements - whether I meet them yet or not.

Create a list of priorities based on that research.

Break each priority into specific steps that will move me toward my goal.

Assign timelines to tasks so I can track progress and stay accountable.

When I work with someone who is looking for work, our intake meeting focuses on:

- Identifying the type of employment they want

- Determining required training and reviewing training already completed

- Assessing relevant experience

- Identifying barriers to that type of employment

- Creating methods to overcome those barriers

- Determining the client’s capacity to track and manage all the steps

I have extensive experience working with people with disabilities, and that plays a major role in this process. Part of my job is helping clients strategize around barriers—whether physical, cognitive, or situational—and figuring out what support they need to move forward effectively.

This intake process also tells me how much effort I need to invest to help the client reach their goal.

I’ll be sharing more soon about how disabilities factor into the employment process, because it’s an important and often overlooked part of successful job placement.

Tomorrow: We’ll dig into interview tactics that work in the real world.

hashtag#ServantsCompass

hashtag#EmploymentReadiness

hashtag#JobSearchTips

hashtag#VeteranOwned

hashtag#DisabilityInformed

hashtag#CoachingThatServes