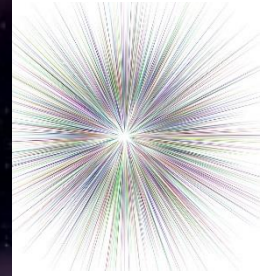
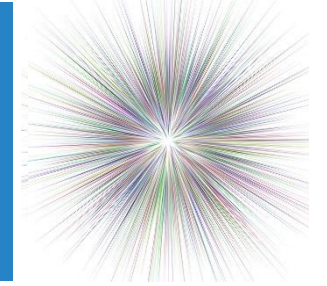


Job Search Coaching & Training Programme



Introduction

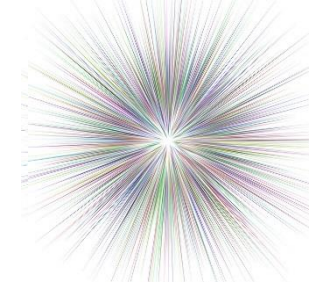


Job searching can be a tough hard slog, especially if you are an unemployed job seeker. Job searching is a job in itself. A job you probably have little experience in and haven't trained for.

A successful Job Search requires you to have self-belief and the ability to market and present yourself effectively. You need to know how to use the different recruitment channels and overcome the challenges they present. You also need to know how to present yourself, your skills and your experience in a way that captures the attention of recruiters and hiring managers.

My Job Search Coaching & Training Programme is designed to teach you what you need to know and give you all the help you need while being supported, and mentored by a friendly, non-judgemental, professional coach.

The Programme



Module 1 – Goal Discovery

In this session, we'll get to know each other. We'll work on understanding where you are now and work to clearly identify your job search goal(s). For example, what job you really want, your desired location, the type of company you want to work for and how you want your career to develop.

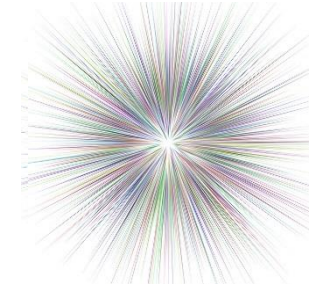
Module 2 – LinkedIn Profile

Now that your job searching, LinkedIn is a great self marketing tool. Together we'll work on creating you a LinkedIn profile that stands out to recruiters and hiring managers. You'll discover how to create a profile that can be found easily by recruiters and gets you noticed. You'll find out how to get your profile near the top of search results on LinkedIn and Job Boards.

Module 3 – CV

On average a recruiter will take 6 – 9 seconds to review a CV and decide whether an applicant is worth further consideration. You'll discover how to write a powerful Resume/CV that helps you stand out and showcases your skills and experience. You'll also learn about Applicant Tracking Systems (ATS) and how to optimise your Resume/CV to give you the best chance of getting through the system and in front of the recruiter.

The Programme



Module 4 – Recruitment Channels

LinkedIn, Job Boards, Employers Career Pages and Websites are all recruitment channels. In this module you'll learn how to use each recruitment channel effectively and add power to your Job Search.

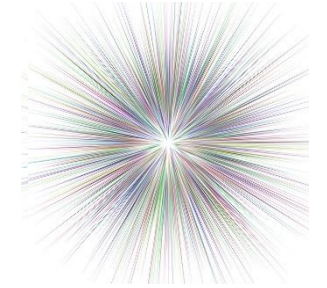
Module 5 – Interviews and interview skills

We all know how important it is to present yourself and your skills powerfully during an interview. Many of us just aren't comfortable talking about ourselves and don't know how to give succinct answers that captivate the interviewer. In this module you'll discover how to shine at interviews and give yourself the best chance of success.

Module 6 – Networking

Between 65% and 80% of jobs are never advertised. In this module we'll work together to improve your Networking skills. You'll become confident in effectively using LinkedIn, your other networks, events and exhibitions. You'll gain the skills to be effective at uncovering the hidden job market.

The Programme



Module 7 – Structuring your Job Search

This module is designed to help you structure your job search to make it as effective as possible and help you to maintain your mental wellbeing when the going gets tough.

Module 8 – Negotiating job offers

Learn your value and how to get the salary and benefits that match your expectations as well as your experience.

Module 9 – The first 90 days

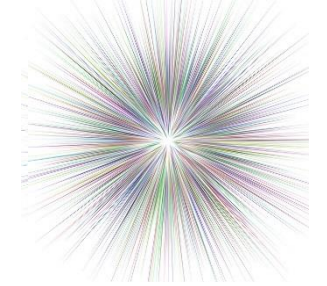
The first 90 days in a role is a crucial time, this module is designed to help you structure your first ninety days in a role to deliver a positive impact quickly.

Add-on Modules

Writing the killer Covering Letter

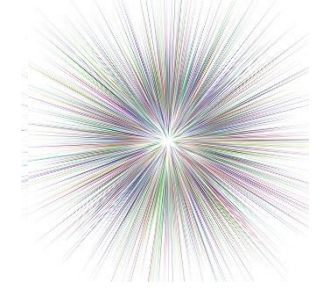
Alleviating anxiety and stress in your Job Search

How does it work



- You'll have one Coach/Trainer for the full Job Search Coaching & Training Programme. That's me.
- Your Job Search Coaching & Training Programme modules last an hour and will be conducted via Skype or a Phone Call. If you prefer to use an alternative to Skype, I will accommodate the request if possible.
- Face to face coaching is available depending on location.
- You can purchase the full Programme of 8 modules and pre-schedule each session, or you can choose a Starter Programme and book other modules as and when you need to.
- You can also book additional support Coaching sessions to keep you on track.
- Your sessions need to be booked one week in advance. I will accept short notice requests if possible.
- You will be responsible for initiating the Skype session or call.

What will it cost me?



Full Programme (includes 9 Modules) - Price: £630

Gives you the skills and tools you need to help you get the job you want and support you through that all important first 90 days in your new role. You also get additional support after each module including tools, reviews and feedback on your updated LinkedIn Profile and CV and valuable mentoring.

Starter Programme (includes Modules 1-4) – Price: £280

Gives you the skills and tools you need to get you to the interview stage of your Job Search. Learn your value and how to get the salary and benefits that match your value.

Individual Modules – Price: £80

Add-on Modules - £70

Additional Coaching Sessions – Price: £35 (per 30 minutes)

There are no hidden charges, prices shown are inclusive of any applicable taxes.

To book a free 30 minute discovery call contact me @ janette.Coulthard@polestarcoaching.co.uk