# REDEFINING WHAT IS POSSIBLE

**Empower 365 Profesional Services** 



### PROFESSIONAL SERVICE OFFERING

Jan Johnston Osburn

## Welcome

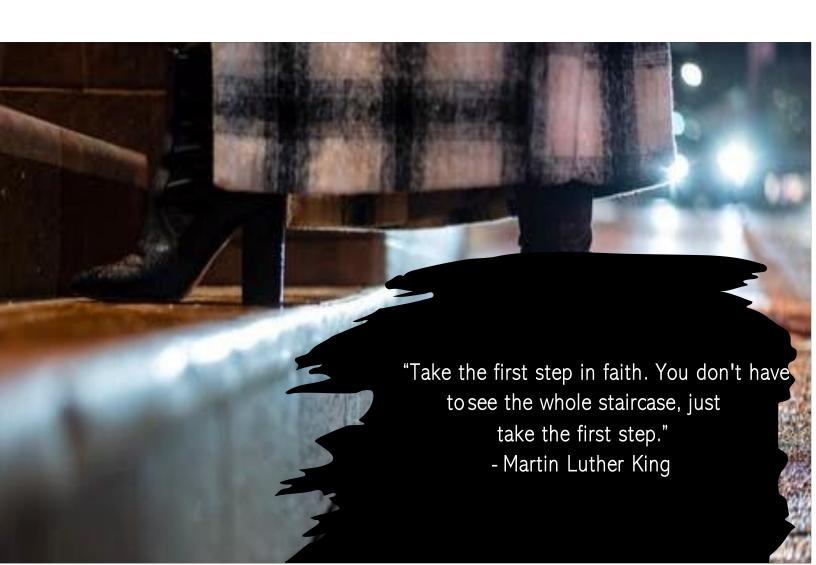
Don't ask why you are not getting what you want. Instead ask, "How can I make this possible?"

One of the hardest things to do is to step outside your self-imposed, imaginary boundary called your comfort zone and take a chance. Like pizza and beer on a Friday night, it's comforting. We like it. But if you are ready for a change, there's one thing you must do – dip your toe in uncharted waters.

Why? Because old ways will not open new doors.

If you want something new, you must do something new.

Are you ready to build a bridge between today and tomorrow and redefine what is possible?



# What is Empower $365^{TM}$ ?

With my extensive career in talent acquisition, talent development and organizational consulting, coaching has always been a natural passion for me.

As time marched on, I realized that so many of our self-imposed obstacles lie in our inability to feel and be empowered – empowered to make decisions, empowered to own our career, or empowered to make a life directional change.

Whether we lack confidence, self-belief, a supportive network, or we simply lack the proper motivation, our dreams somehow find a way to lie dormant.

It's incredibly saddening when I hear of the daily frustrations that one encounters in their career, or to hear from someone who is afraid to "go for it" so they can grab what they deserve in life, too.

That's why I founded Empower 365. Empower 365 is focused on making sure you succeed. Whether you want career coaching, life coaching, (I call it Empowerment Coaching), a new resume, or simply guidance on how to nail your interview, that's my specialty.

We all deserve a life and career we love. Right?

As the proverb says, "A journey of a thousand miles begins with a single step." Or as Martin Luther King said, "Take the first step in faith. You don't have to see the whole staircase, just take the first step."

Success and fulfillment do not happen overnight. It is a cumulative process but you'll never make any progress until you are willing to take that first step.

Empowered living.

365 Days a year.

Jan Johnston Osburn

## **Professional Services**

My coaching programs are highly customizable. We focus most where you need the extra attention. Is it your career? Is something tricky happening in your life? The area you want to make progress in the most is where we will concentrate. Your life and career are intertwined so it's not uncommon to have a hybrid coaching program.

Most coaching programs occur over a 4-week time span with weekly virtual coaching sessions. However, there are times when you just have a quick need so I also offer "Empower 90" where we specialize on target area for a 90-minute timeframe.

#### SIGNATURE SERVICES

#### **Resume Writing Services**

- Resume Writing
- Federal Resume Writing
- LinkedIn Profile Writing
- Professional Bios

#### Career Coaching / Interview Coaching

- Get Hired Now: Your comprehensive approach to landing the job you want!
- Mastering the Interview Process
- Career Transitioning (Veterans, Job Search After 50, Career Changers, etc.)
- Overcoming Career Burnout
- Setting Yourself Up for Your Next Promotion
- Effective Leadership Coaching
- Nailing Your First 30 Days in a New Job

#### **Personal Branding**

• Personal Branding (Especially helpful for Career Changers)

#### Success / Life Coaching

- Goal Clarification, Goal Setting & Designing A Plan For Compelling Future Success
- Expanding Your Comfort Zone
- Developing Empowering Habits And Rituals (Plus, Learning To Let Go Of What Isn't Adding Value)
- Relationship Detox: Understanding and Ensuring That Relationships Work With You and Not Against You
- Time Management
- Overcoming Burnout
- Eliminating Negative Habits & Patterns

#### SIGNATURE PROGRAM: AMBITION TO TRANSITION

#### **Creating a Life Shift**

Sometimes you are unclear about what you really want. We all have times like that. When you know that something is out there that you have been craving but you haven't been able to make it a reality, it's incredibly frustrating. When you feel like you're living life without really living life, you feel even more frustrated.

That's where coaching comes in. If you are not quite sure what you need, coaching can help you uncover what has really been bugging you and helps you lay out a clearer direction for the way forward.

Your personal and professional growth is often blocked by your beliefs, confidence, relationships, motivation, or even value-confliction. And, sometimes you just don't know where to begin.

If you feel something bubbling beneath the surface, but you don't know where you should start, consider my signature coaching program, Ambition to Transition.

#### This program is ideal for:

- · Career Changers
- · People who want to take on new adventures
- · People who feel stuck and need a reboot
- · People who need help getting out of their comfort zone

#### Coaching Structure:

This is a 4-week coaching. We meet virtually once a week for a 60–90-minute timeframe. Most coaching programs are for 60-minutes. We may finish in an hour but I won't rush you if you are on a roll!

## How does this all work?

#### Q: Are Your Coaching Programs All the Same?

**A:** Not at all. A coaching program is meant to be customizable based upon your individual career or personal development needs.

#### Q: What About Confidentiality?

**A:** The coaching relationship is built on trust. All sessions are private and confidential.

#### Q: How would we meet?

**A:** We would meet virtually. All sessions are done via virtual meetings.

#### Q: How Often Would I Meet with My Coach?

**A:** Typically, I meet with clients once a week. Sessions are designed for 60 minutes but I allow extra time because I won't rush through the process. It's too important. Meeting once a week offers time for reflection and application of strategies between sessions, while keeping our momentum on track. There are also assessments that need to be completed between coaching sessions and this allows time to do this.

#### Q: How Long Does the Coaching Process Take?

**A:** The timeframe can vary and depends on a variety of factors. Most coaching programs can be as little as 4 weeks–8 weeks. Much of that depends on you. However, there are times when only one coaching session is needed. (i.e. Interviewing Assistance / Resume critiques) I have also created a "Empower 90" series where clients see an immediate change and greater solutions in 90 minutes.

#### Q: What If I Want to End My Coaching Engagement?

**A:** You may choose to terminate coaching at any time, although it is helpful to have a week's notice to prepare a final close-out session. Ultimately, that decision is up to you.

#### Q: Is Coaching the Same as Therapy?

**A:** No. Both are concerned with facilitating concrete changes in your life and both work to help you understand the self-limiting beliefs or behavior caused by the thoughts and actions that you may not be aware of. But, while I do have an undergraduate degree in Social Work, I am not a therapist and will never act in that capacity.

#### Q: How Can I Pay?

**A:** I value your security which is why I have decided to utilize PayPal. I will keep no personal payment information on my website. All payments will be processed via PayPal to ensure your privacy and cyber security. The session may be refused if payment has not been made

as required by agreement. Payment is required at least 24 hours in advance of a coaching session. Payment arrangements are available.

#### Q: What Is My Approach to Coaching?

**A:** It's a great day when we find our purpose in life and I believe that my purpose is to help others discover the power they have to create positive change in their life. I'm devastated when I hear people tell me that they feel stuck in life or they are bored and feel like they have no options.

That's not how life was meant to be lived. You won't get any "salesy" type approach with me. That's not who I am. I care. I am genuine, but I am candid. If we can't be honest with each other, how successful will our sessions be? I cut through the BS and get to the heart of what matters – you.

#### What Is My Process Like?

**A:** My first coaching engagement session begins with a comprehensive interview. This allows me to develop a deep understanding of you and the obstacles you are facing. Armed with this knowledge, we then begin to work together to think about your situation and your life in new ways. I will ask powerful questions and will assign individualized homework. Clients find this to be an invigorating, exciting, and inspirational journey as you take on powerful new actions that will impact multiple areas of your life.

#### Q: What Is My Coaching Style?

**A:** In addition to my coaching certification, I have a Master's degree in Transformation. Therefore, my coaching style is transformation-oriented. My goal is for clients to step away from their coaching with real change. I try to cultivate awareness and self-awareness to help you recalibrate your mindset. I am action-oriented. There is no "fluff" in coaching. We want results. Coaching arms you with strategies that help you achieve your goals more effectively and efficiently.



## **About Me**

# Jan Johnston Osburn, Certified Executive Coach & Certified Digital Branding Strategist

I am passionately driven when it comes to personal empowerment. I help individuals redefine what is possible in their career and in their life.

I try my best to be an inspirational force for my clients as I work with them to tackle the obstacles that get in the way of their success – even when they don't understand what is in their way.

I am creative, energetic and progressive thinking – just because something has always been done the same way doesn't mean it's the right way. Old ways rarely open new doors.

Never judging. Always listening, but still holding clients accountable for their results is my approach. You can dream big – and you should. But, you must have actionable plans that will manifest that dream into real life.

#### **How I Got Here**

After a storied and extensive career in Talent Acquisition, I formally began my coaching career and work as an organizational consultant in 2015.

I've been in my client's shoes. Talent doesn't always equal success and success doesn't always speak for itself. I wasn't always confident in my abilities to land the job I wanted or to have the life I desired until I learned a few secrets along the way.

I know that others struggle, too, when it comes to their career or personal development so I founded *Empower365* to fill the essential desires that clients have. Far too many people have that sinking feeling when Sundays roll around. You know the one – The one that leads to the Monday Blues. That's no way to live. My mission is to help others find or create a meaningful career so they get excited to jump out of bed in the morning.

I divide my time between my coaching practice and helping organizations with their organizational needs. I am a hand's on practitioner and my consulting work helps keep my finger on the pulse of today's professional world. I have extensively recruited, interviewed, and hired thousands of key employees and I use that essential insight to assist my coaching clients.

#### **Jan's Credentials**

Jan graduated with honors from the University of Buckingham, England where she earned a Master's degree in Social and Economic Transformation. She holds certifications in Executive and Professional Coaching and Advanced Social Media. Her writing work has been seen on Success.com, POPSUGAR Career, NiagaraBuzz, Northern Virginia Style & Living, and she is a current weekly contributor for ClearanceJobs.com.

# **Contact Me**

#### Free Consultation

All coaching begins with a free consultation. It's important for you to feel comfortable that coaching is right for you. You must be comfortable with me and we have to know what you want to happen. We speak before you make any decisions.

The best way to contact me is via email: <u>Jan@Empower365.net</u>. Reach out and we will set up a time to speak.

