



Outplacement and Career Transition Service

Aspire™

Aspire™ is an Organisational Psychology consultancy that exists to support organisations through periods of change, improve wellbeing and performance of executives and to enhance leadership capability at all levels.

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Aspire™ Outplacement and Career Transition Service

The Aspire Outplacement and Career Transition Service provides the essential nexus between internal Talent Management strategies and the external employment market for people who are exiting the organisation. For the individual, identification of values and individual career aspirations is essential to making a successful transition.

For the organisation, smoothing the transition to new employment confers significant benefits in demonstrating a commitment to fair practices and to reduce the personal impact of job loss when lead-times are short. Organisations have the right to employ people in roles that are directly linked to strategy. When the strategy changes, inevitably, some roles will no longer be required and conversely, new roles are created.

Aspire™ OPC is an effective outplacement service that supports people through change and reframes careers as an open or market-based system (e.g., between employers, contracting, self-employment) rather than a closed system with opaque boundaries (a job for life, potentially with a ceiling on progression).

Objective:

Support the corporate Employee Value Proposition and corporate brand by demonstrating fair and ethical treatment of departing employees.

Program Components:

Stage 1 – Focus (Mindset) – Coaching Agreement & Plan

The Aspire™ OPC focuses on helping employees to consider meaning and purpose at work (e.g., job satisfaction) and how this relates to the critically important aspects of financial security and role in the community. For many people, their job is their greatest financial asset, and by engaging personally with each person, the Aspire™ Director and OPC Specialist move quickly to launch effective job search strategies, personal brand review and interpersonal support to bolster confidence through the change.

The Mindset component of the program works with each individual to ensure that there is a mindset shift from employee to self-managed person able and willing to cope with and action career change. This is performed using the diverse range of organizational psychological tools and resources available to Aspire™.

We will ensure that personal work values are aligned with the potential new employer's values and employees are given the opportunity to explore their own personal circumstances within a confidential environment. Supported by our Aspire™ Digital environment, the Aspire™ OPC Specialist provides practical advice and support on managing oneself during the job search whilst moving quickly to assess career goals and make an accurate assessment of the current scenario. Facilitated activities include:

1. **Mindset and Change:** Employees are taught strategies and the psychology behind change of mindset and how to cope with change.
2. **Work styles, interests and fit:** Helps to clarify the direction that the employee wants to take as a result of changed circumstances
3. **Career Values Assessment:** Allows scope to discover personal work values which can be aligned with organisational values – useful for understanding the proposed 'cultural fit' of an individual to an organisation. Core beliefs are discussed in a confidential 1:1 setting
4. **Satisfiers and Dissatisfiers:** Reflecting on the current workplace provides an opportunity to identify the ideal work scenario and assists employees to focus on the future

Stage 2 – Prepare – Job Search

Using a blended model of delivery, employees have the opportunity to attend a range of career change and job search learning activities including: one-to-one coaching with their OPC Specialist, online interactive webinars and interaction using social media platforms such as LinkedIn.

In these learning and development sessions employees will learn how to identify their key skills and knowledge, what their career values are, how to research the labour market, how to use technology to find opportunities, how to self-promote, how to self-market, and how to develop a professional and personal network.

1. **Skills Audit:** employees are provided tools to identify their key skills and knowledge which elicits information for updated resumes and application letters
2. **Accessing the labour market:** employees are taught how to match their career aspirations with current labour market opportunities and how to access the 'hidden job' market via use of industry networks and LinkedIn.
3. **Digital:** employees are introduced to contemporary models of work that leverage technology and are common in self-employment and agile organisations.
4. **Self-Promotion and Marketing:** employees learn an effective and contemporary approach to self-promote and self-market to the labour market, side-by-side with their supportive and skilled OPC Specialist.
5. **Networks:** employees learn how to develop a personal and professional network and the purpose and value of maintain these groups

6. **Employability Skills** : this unit covers the *employed VS employable* model where employees will learn about emotional intelligence and how to source and sustain employment
7. **Value Proposition**: each employee is taught how to develop their own 'value proposition' which is the personal offering they have to market to an organisation.

This process guides the employee through a step-by-step process to move from a focus on reflection and past work scenario, to a focus on next steps and the work of securing their next role.

Facilitated activities include:

- Managing personal change
- Understanding how recruiters work
- What employers want
- Sourcing job opportunities (the hidden job market) including the role of social media.
- Resumes , bios and self-marketing tools
- Networking
- Approaching referees

Stage 3 - Execute - Approaching the Market:

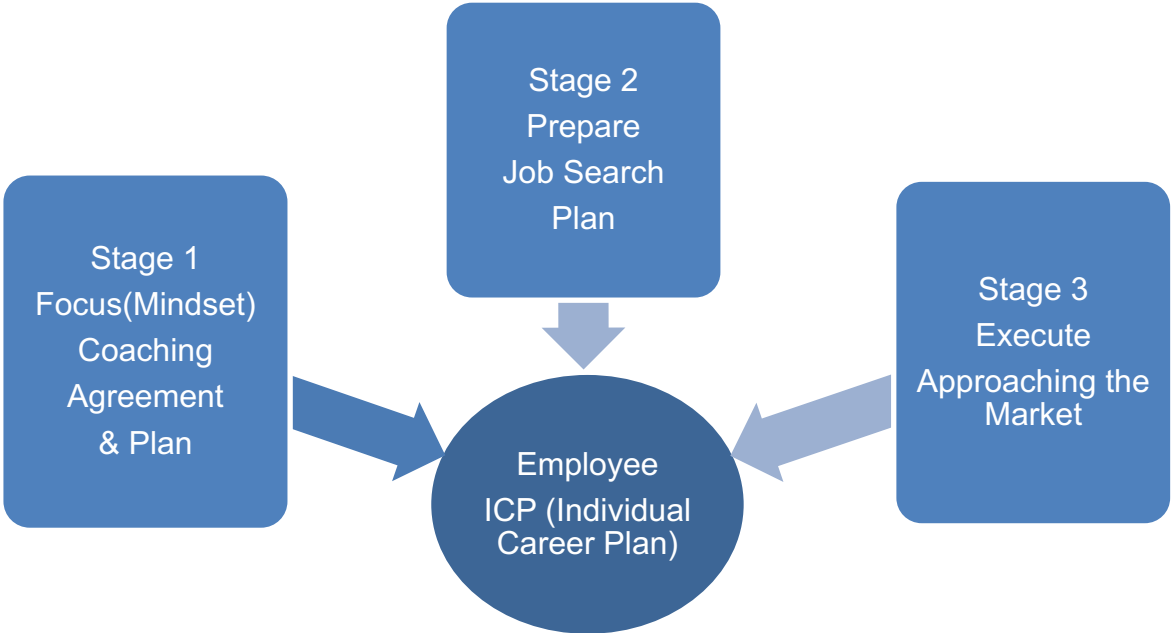
Stage 1 (Focus) and Stage 2 (Prepare) assists employees to engage with their career coach and receive essential information to begin their marketing activities effectively. In Stage 3 (Execution) we provide ongoing support to the employee as they gain feedback from recruiters and organisations as they implement their own self-marketing plan.

Using tools provided by the Aspire™ OPC Specialist, a review of progress is conducted with the employee to check progress against their marketing plan and coaching goals that were established as part of their coaching agreement.

Activities include:

- Review of progress against goals and milestone achievements
- Review of networking and communication skills
- Obtaining feedback from the market
- Negotiating for success
- Closing the deal with the right partner
- Coaching support by phone during office hours

All career development programs are bespoke and built on career coaching principles. Each Individual Career Plan is developed in a collaborative manner with employees, to ensure a customised solution which offers high levels of support to both organisation and employee.



Stage	Key Components
1	<ul style="list-style-type: none"> * On the Day Support (option) * Briefing * Scheduling & consultant matching * Personal introduction and orientation
2	<ul style="list-style-type: none"> * First meeting and triage * Needs assessment * Psychometric testing (option) * Resume and Bio
3	<ul style="list-style-type: none"> * Career assessment tools * Activity counseling * Executive presence development
4	<ul style="list-style-type: none"> * Recruiter networking * Hidden job market and networking