

# Outplacement Services

Career coaching & outplacement workshops with The Career Coach



**thecareercoach**

Initiating a redundancy programme is challenging for all concerned. One of the ways to smooth the transition to a new role is for employees to have ready access to tailored and confidential outplacement coaching.

The Career Coach has been one of the UK's leading providers of outplacement services since 2003.

Your coaches are experienced accredited career coaches who can help your HRBPs, line managers and staff navigate the career transition period and ensure the process has a positive outcome for all.



Being told your job is ending and that you need to find a new one can feel upsetting and overwhelming. Your staff have invested their passion, skills, knowledge and energy in your organisation and their hopes of staying in a role they may have very much enjoyed, and of growing their career with you, have been dashed.

Not only must they come to terms with what the news means for them, they need to own what has happened, take stock, decide what they want to do next, and begin a committed job search.

Reducing headcount is a fact of life in today's fast changing and increasingly competitive environment.

A sensitive and relevant offer of emotional and practical support to assess what they have to offer, clarify career direction and goals, and put an effective job search plan in place can make that transition much easier – and shows that their employer cares.

“I found Ros asked insightful questions that enabled me to take a fresh look at what I was offering and looking for in roles. She was a perceptive listener and drew out key points in a thoughtful way. She also provided very practical advice and insight from industry on essential elements of careers and job search coaching since as LinkedIn. Highly recommended.”

**Heather Drury, now Change Partner at Change International,**

**Outplacement Coaching**

## **OUTPLACEMENT SUPPORT OPTIONS**

### **1. Individual and executive coaching programmes**

**One-to-one career coaching is available to staff at all levels. Programmes are designed around the individual's specific needs following a questionnaire and in-depth discussion to establish needs and aspirations. Coaching topics typically include:**

- Change management: emotional support to make sense of the situation confronting them and overcoming barriers to change
- Career and strengths audit to clarify what they have and want to offer to new employers. Strengthscope™ psychometric tool and other tools available through our online careers portal.
- Career visioning and planning, exploration of different career options including starting a business, returning to study and portfolio careers and assessment of which moves are the best fit.
- Designing personal job search strategies, including support with using LinkedIn and recruiters.
- Building networks
- CV development
- Interview preparation
- Confidence and mind-set of the job search (motivation, resilience, self-confidence)
- Negotiating job offers
- Preparing emotionally and practically for the new job

## OUTPLACEMENT SUPPORT OPTIONS

### 2. Springboard to Success Workshops

Looking to give group support to larger numbers of people, or working to a tight timescale? Springboard to Success is our practical and highly interactive one-day workshop and contains all you need to know to navigate the complexities of the job market in 2019/20.

- Strategies for coming to terms with job loss
- Getting prepared for your search
- Your unique selling point or “brand” to a future employer
- Your job search goals
- Winning CVs and applications
- Five ways to find a job search and creating your personalised job search plan
- Brilliant interviewing
- Keeping a positive mind-set

### FEES

Fees start from £500 per person for three virtual coaching sessions to £3,000 for executive outplacement support (mix of face to face and virtual). All clients receive access to an online careers portal which contains additional resources and templates and email support as-and-when needed. Workshops quoted for separately.

## HOW CAN I FIND OUT IF YOU ARE THE RIGHT PROVIDER FOR US?

We want to ensure that what we deliver aligns with your organisation’s needs and values. Schedule a discovery call with us to tell us about your restructure, who you would like to receive support, and your preferences for how you’d like to support your people. We will discuss options and fees and T’s and C’s so you can make the right decision for you.

If you need support on how to secure organisational buy-in and/or staff take-up of our coaching and workshops, we can strategise with you on how to do this. We also offer “meet the coach” sessions to introduce ourselves, what we do and how we do it to ensure your support is seamless.



### Your Coach

**Ros Toynbee LLB (Hons), PgDip**  
Director of Toynbee Associates Ltd

Ros has over sixteen years’ experience as a career management and leadership coach. Her business backgrounds are in law, media and financial services. She is passionate about helping professionals build careers that are rewarding for them financially, intellectually and emotionally and who want to make a difference. She has trained with many bodies including CoachU, Fireworks Coaching, the Centre for Right Relationship (CRR UK), and Newfield and is an NLP Practitioner.

She is accredited at Master Certified Coach level with the ICF, making her one of the top 1% of coaches globally, and is regularly invited to speak at networking associations and in the press.

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