



Career Coaching

Counseling, Planning, Assessment and Visioning

By Carl Youngberg and David McNair

Individual Coaching Learn from the Experts

Fastest Way To Learn

INTERVIEW STRATEGY READINESS

Are you scheduled for an Important Job Interview and Need Some Coaching to get you Ready?



Are you interested in preparing a strategy for your next important interview? Are you changing careers, changing focus or changing industry? Confused about the next step in your career path? Do you feel you need to be working in an area that is aligned with your passion and aptitude? Would you like to get more satisfaction out of your work and enjoy coming to work?

Developing and Managing Your Career

Career development during the last 25 years is an ongoing process that continually evaluates the “fit” and satisfaction of an individual and their work. Our career coaching program works with the key elements that are necessary for sound career decisions and then and teaches individuals how to confidently cycle through career transitions and know the next “right thing to do.”

Gaining Clarity and Direction

Clarity is what we are all seeking and can come in different forms depending on what your goals are. Regardless of your goals, they all have to do with *change*. And *change* takes time and effort to get comfortable and embrace your new image. Here are some examples of *Gaining Clarity* by many of our career coaching clients:

- Re-careering yourself
- Interview readiness
- Re-entering workforce
- Reinventing yourself
- Developing a personal brand

“Successful careers develop...when people are

prepared for opportunities.”

-Harvard Business Review

Building Block Process – 5 Easy Steps

Our **Personal-Vision Career Coaching™** approach to consulting helps individuals go through a simple *5 Step Building Block Process* to help you gain clarity and focus on your future. Search around on the internet and review several career coaches and executive coaching processes and costs associated with these lengthy processes. While they contain a high value to the participant, our focus is on streamlining the process to achieve the quickest result at a competitive price. Since we are dealing with the livelihood of our clients, and many are out of work, we work to expedite the process are desired results. To achieve the most value from your coaching sessions, we expect our participants to be wholly engaged in the process.

Initially we work with you based on the goals and desired outcomes you would like to receive from career coaching. Many people come to coaching for different reasons. Whatever reasons or goals are set before us, our proven processes are simple and effective for all of our clients. The **Personal-Vision Career Coaching™** process will help you with our **5 Step Building Block Process**:

1. **Finding Your Strengths and Passions** – Aligning what you really like to do with the career/industry to give you the most satisfaction. Spend some time developing your list of strengths and also your ideal work environment. What kind of passion really makes you come alive? Is it creativity, process, lively content, giving back to community? Create an awareness of you.
2. **Assessing Your Work Behavioral Style** - Take an online inventory of yourself with our DiSC Behavioral Style and find out your individual style, how to understand other styles, building effective relationships and learn how to read other people. This will also help you relate to your interviewer. [View Sample Profile](#) to see a 20 page report on Alex Bradley. This DiSC Everything Workplace profile is one of the most reliable learning instruments in the industry and will improve communication, ease frustration and conflict and develop effective workplace behaviors. This is also a springboard for coaching services.
3. **Discover Your Wild Card** – A wild card is something uniquely yours that most other people do not have in searching for a job. It is something you can do almost better than anyone else. The wild card, if used effectively, can be used to as a catalyst for your career. Your Wild Card is something you have that is unexpected and can be the tipping point for your personal brand. Some wild cards are special achievements in sports, languages, public speaking and your hobbies. We can show you how to use your wild card to your advantage.
4. **Job Focus and Job Fit** – Based on what you discover in items 1-3, what is your next step? Are you truly focused and like what you do? Or do you find yourself in a declining industry and need to cross train your natural strengths and skills to another area. Would you rather do something else and how do you find it? With economic uncertainty, we all have to be able to do a multitude of things and be flexible. Is what you really want to do sustainable through ups and downs of economy? These serious questions require serious answers and you may need a Career Coach to help guide your way.
5. **Develop Your Personal Brand** – Everybody needs to be unique memorable with their own brand. Especially any person going through a transition and going on job interviews. We can teach you how to develop your **Branding Statement** and **Branding Infomercial** and how and where to use it. Your **Brand Statement** is one or two well structured sentences that will make people understand you and want to know more. Your **Branding Infomercial** is the 5 key sentences you would tell a hiring manager when you sit down in front of them. You need to know them by heart and practice it – preferably in front of video camera. With 75% of all jobs acquired through networking – it pays to go through the 5 Step Building Block Process and come out with a brand. That's how you get hired.



Approach Taken During Coaching

All coaching processes are dependent on your goals. The coaching model we use consists of module blocks of four-2 hour sessions. This will include DiSC professional inventories regarding workplace behavior which will drive our discussions in our coaching sessions. We begin with a written statement of objectives from you about exactly what the goals and focus needs to be for the Career Coaching sessions.

Career Coaching Services

Our career coaches help you smash through self-imposed limitations to maximize the fullness of your potential. Call to find out how we can help you reach your goals. The coaching sessions can be face-to-face with a coach or over internet Skype connection.

Call David McNair at Jobbing America Foundation and we will arrange your first session. You may also reach David via email at David@JobbingAmerica.org

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