

career  
365<sup>TM</sup>

START STRONG. FINISH STRONG.

*presents*

restart:

*A program of tailored online career coaching and modules to help exiting employees move to the next chapter in their career and restart.*

## *Providing exiting employees with **support** makes smart business sense.*

---

When departing employees finish their employment strongly, it means they feel better about being 'moved on' by their employer. Whether a layoff is due to redundancy, retrenchment, performance or cultural fit, the world's best employers provide outplacement services to their departing employees because it helps those employees to shine elsewhere.

Trusted by many of Australasia's leading employers, the different levels of online outplacement services Career365 provides are designed to be accessible to all employees, whatever their role or where they are located.



# Why invest in *outgoing employees?*

## **Risk mitigation**

Protect your employer brand and reputational risk and mitigate the risks that disgruntled former employees pose to your employer brand and reputation online.

## **Remaining employee retention and perception**

Demonstrating that you care about and want to support exiting employees shows remaining employees that you value them: regardless of what stage of the employee life cycle they are in – including their departure. This makes the loss of their colleagues easier to handle and gets them back to work faster and more efficiently.

## **Uphold your values**

Last impressions count. When you exit employees with the right support, their lasting memory is a good one and you demonstrate your company values.

Career365 has supported many hundreds of departing employees. We are trusted by some of Australia's leading employers to support their exiting staff during their career transition time and time again.



*of former employees felt more likely to still talk poorly about their employer within 13 weeks of losing their job.*



*of laid off employees would feel 'much more positive' towards their employer if they had been provided outplacement or Career transition support.*



*of people would have felt 'far less inclined' to post adverse comments about their employers if they had been provided offboarding or outplacement.*



# Why Employers choose Career365 for their *departing employees*



Individual and tailored career coaching



High engagement



365 days support



Practical content



No need to commute to an office



Can be provided to all exiting employees



Works for Participants anywhere and anytime



Saves you money



Convenient coaching



Proven results



Live and pre-recorded coaching webinars



Private Support Community on LinkedIn



*of participants who completed our programs and followed our advice were offered a job within 6 weeks.*

# *The Program*

We collaborate with each participant, recommending a tailored roadmap of online modules and career coaching that best supports each departing employee.

Your departing employee's first interaction occurs with Career365 within the critical 24 - 48 hour period following the news they have lost their job.

This ensures reputation control for both the employer and the departing employee. It's often helped by a supportive phone call or email from an independent party who is a seasoned professional who is 'on their side'.

The Career365 outplacement program consists of various Health Checks and 8 practical online outplacement module bundles, proven to have helped over one thousand people from graduate to CEO levels.

Through a mix of one-on-one career coaching sessions or conveniently delivered via video conferencing platforms, departing employees have the support and assistance to help them deal with their changing circumstances and to move forward and restart their careers elsewhere.



# ***The program explained***

## ***Health Checks Part 1***

### ***Résumé Health Check Part 1***

Covering gaps in the Participant's Résumé and amending it to attract the attention of Recruiters, Talent Acquisition Managers and Hiring Managers.

### ***LinkedIn Health Check Part 1***

Covering gaps in the Participant's LinkedIn profile and amending it to attract the attention of Recruiters, Talent Acquisition Managers and Hiring Managers.

## ***Career365's Renowned Online Outplacement Bundle Suite***

### ***Module 1: Create a great first impression***

- Why the first few seconds are so critical to anyone's job seeking success
- Learn the reasons why it's so important to create a unique personal brand

### ***Module 2: Career Clarity, how to find career fulfillment***

- Be guided through a proven step-by-step process to help you to choose an enriching and even super-enriching career
- Learn our unique and powerfully insightful SLIMPACT™ model for career enrichment

### ***Module 3: Craft a compelling résumé and cover letter***

- How to write a compellingly attractive résumé
- How to write a cover letter for each application you are making that addresses the key points

## **Module 4: Create a magnetic LinkedIn profile**

- How to set up your LinkedIn profile so it is magnetic
- How to use key sections to stand out from the clutter of other LinkedIn members
- How to attract more job opportunities
- How to get recommendations that get noticed by Recruiters, Talent Acquisition Managers and Hiring Managers

## **Module 5: Career Networking, how to unlock the hidden job market**

- How to approach contacts when needing their help to find a job
- Your LinkedIn connections for help
- How to reach out to old contacts

## **Module 6: Make an impact at your interview**

- How to interview brilliantly every time
- How to conduct your own due diligence at your interview

## **Module 7: Craft your elevator statement**

- How to successfully create an elevator pitch that makes Recruiters, Talent Acquisition Managers and Hiring Managers understand your value

## **Module 8: Feel better about your situation**

- How to deal with being in between jobs
  - How to become aware of your 'situation' and the use of mindfulness techniques
  - How to reframe your situation and successfully move confidently forward
-

# **Health Checks** **Part 2**

## ***Résumé Health Check Part 2***

Covering how well the Participant's Résumé has improved since learning from the Course Modules so that their Résumé attracts the attention of Talent Acquisition Managers, Hiring Managers and Recruiters.

## ***LinkedIn Health Check Part 2***

Covering how well the Participant's LinkedIn profile has improved since their first Health Check, so that their LinkedIn profile attracts the attention of Talent Acquisition Managers, Hiring Managers and Recruiters.

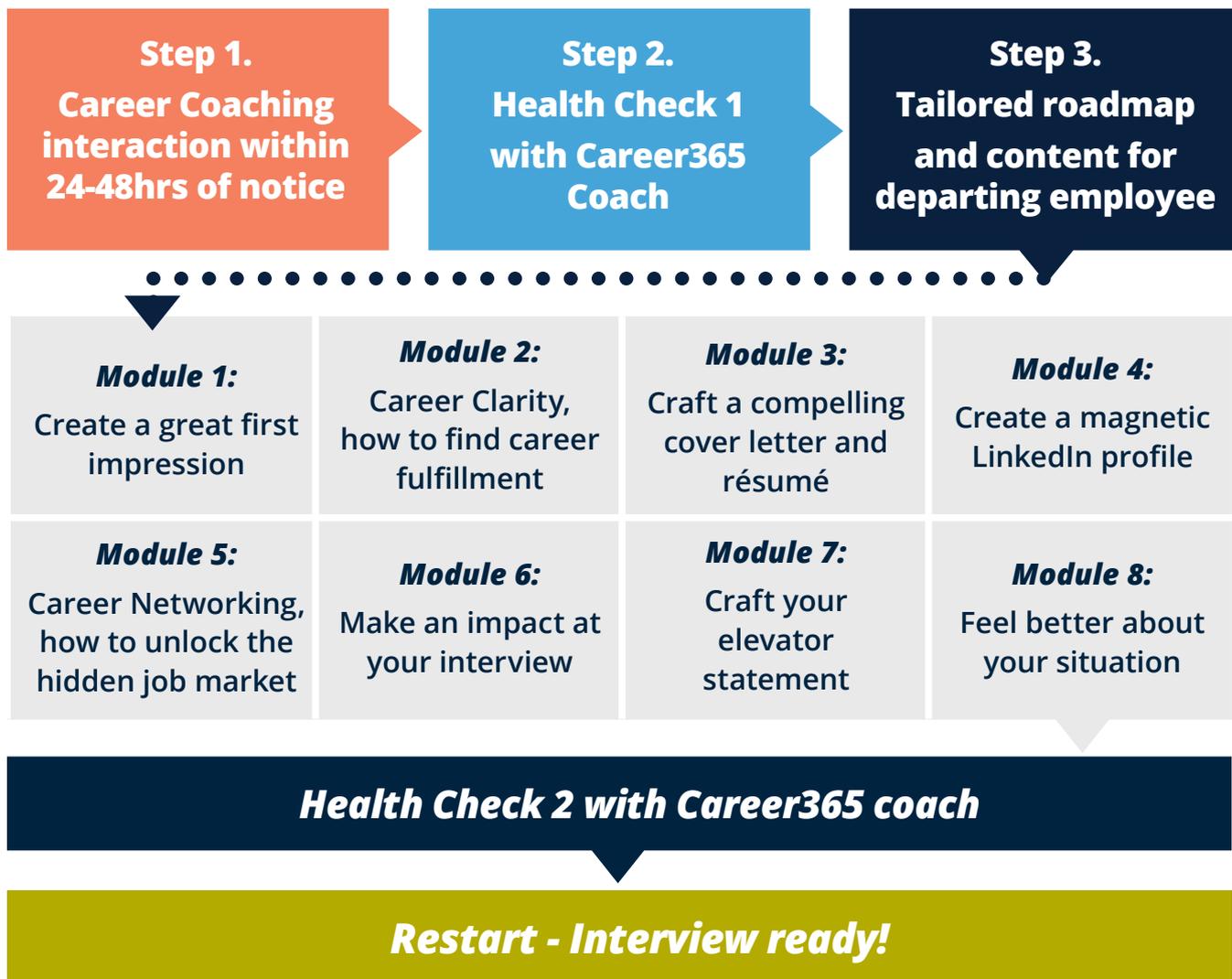
## ***Interview Health Check and Career Coaching***

Covering how to interview well for upcoming job interview.



# Inclusions and Packages

Career365 offers 3 package levels to choose from depending on your budget and your departing employee's needs. All levels provide your departing employees with tailored one-on-one coaching to help them transition successfully in to a new career.



*Most Popular*

<b>Pro</b>	<b>Pro PLUS</b>	<b>Pro MAX</b>
<b>3 hrs</b> of 1-1 career coaching	<b>5 hrs</b> of 1-1 career coaching	<b>7 hrs</b> of 1-1 career coaching

***For more information,  
book your free consultation:***

[www.career365.com.au/free-consultation](http://www.career365.com.au/free-consultation)



**career**365<sup>™</sup>  
START STRONG. FINISH STRONG.

***THRIVE:***

*A program of tailored career coaching, coupled with online modules, to help your new employees succeed in their new role.*

# When new employees join their employment strongly, it means they **feel better** about their choice to join their new company.



**There is a real risk that new employees may be asked to leave or may choose to leave your organisation in their first 90 days, because of a poor alignment of, fit, or a discrepancy between expectations and reality.**

Unfortunately, an astonishing **20% of people fail** their trial period.

Up to **25% of employee turnover** happens within the first 45 days for Baby Boomers and Gen Xers, and Millennials have an even higher rate, at 33%.

The truth is, no matter the level of expertise they have or the industry they work in, so many of employees are bouncing around from job to job, trying to find that elusive 'perfect fit'.

***It's costing business a fortune!***

Most companies do not offer any structured programs to support their employees in their first 90 days. Without support in that critical period, employees aren't set up for success.

**They become disengaged, feeling:**

- Overwhelmed and confused about what they are supposed to be doing and who they can talk to for support. Unsure of any developmental opportunities available to them
- Unable to see where they fit into the big picture of the organisation
- Lacking reward or recognition for their work

Employers often assume disengaged employees are just a 'bad fit' or have poor performance. Sometimes they blame it on generational issues, a lack of loyalty or a flawed recruitment process. They're looking for something to blame because employee turnover comes at a considerable cost - in time, money and effort.

But, this causes managers to focus on the immediate, productivity and work-based requirements of employees. That means they're overlooking the other, but an equally important side of a disengaged employee - their social, confidence and emotion-based needs.

# **THRIVE** first 90 days Onboarding program focuses on:

- 1 Shared values:** How to ensure your new employee and your values overlap and identify the behaviours that underpin these values. This is foundational to the success of the Onboarding program, the organisation and their own role.
- 2 Structure:** How to master the formal and informal structures to ensure they understand the formal reporting lines, as well as the hidden networks for tapping into information and influence.
- 3 Style:** How to manage their 'personal brand' to ensure others gain an overwhelmingly positive impression of them.
- 4 Skills:** How to apply their unique strengths to their role and minimise their weaknesses for career success.
- 5 Strategy:** How to set up 1 - 2 winning projects to energise those around them and build trust, credibility and value.
- 6 Staff:** How to learn to fit in and where to contribute by agreeing with your new employee on the context of their role.
- 7 Systems:** How to get the new employee to know the way things work by establishing an accelerated learning agenda so they can contribute effectively.



*of executives said that **retention** of new employees was an issue in their organisation*



*of new employees left before their first 6 months*



*of surveyed executives stated that Onboarding programs were central in **retaining their staff***



*of executives polled stated they have **formal Onboarding programs** for all employees*



*of employees said their Onboarding programs lasted only one day*



*of employees said their Onboarding program only lasted a week*

# Why employers choose Career365 for their *new employees*



Focuses on the crucial first 90-120 days for any newly appointed employee



Facilitates the employee to build their internal networks



Based on the McKinsey 7-S alignment framework



Reinforces the employee's job role and KPIs



Individual and tailored coaching



Conveniently delivered content and coaching experience



Creates the foundations for employee success



High engagement anywhere, anytime



Gets your employees focused on adding value faster



Full of practical content



Helps employees fit into their new role easier



Suitable for all levels of employees



Embeds the workplace culture



High return on investment



Helps the employee gain quick and effective wins



Proven results

***Onboarding must be about more than merely basic administrative processes such as entering time, submitting paperwork and logging onto the intranet.***

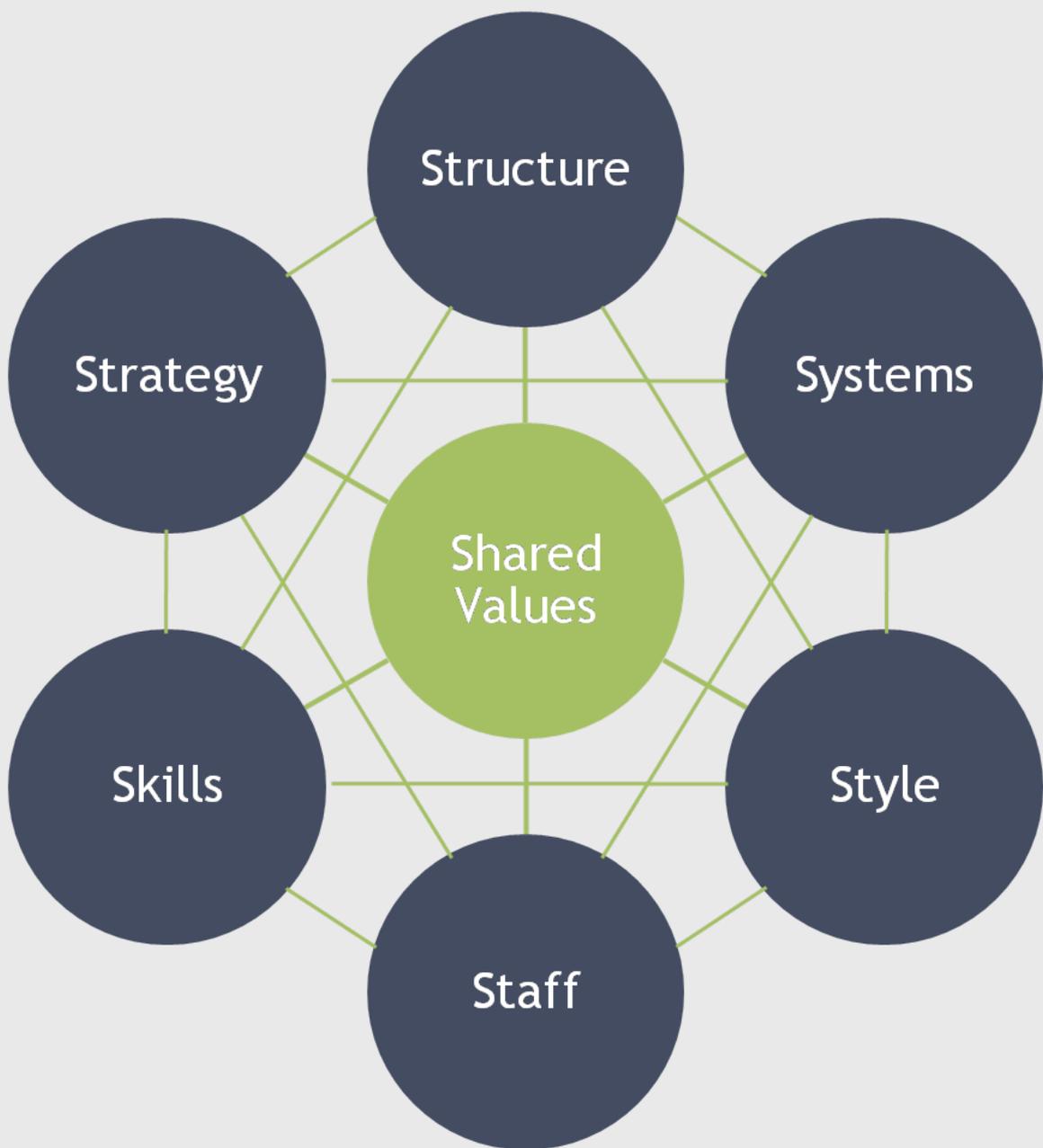
# The McKinsey & Co **7-S framework** for Onboarding

The basic premise of the McKinsey & Co 7-S framework is that there are seven internal aspects of any organisation that need to be aligned for it to be successful. It has been proven to work as a model for organisations. It therefore makes sense that employees transitioning in to a new role apply the McKinsey 7-S framework for their own alignment.

- ✓ **Tailored and focused Onboarding:** Depending on your preferences, we coach your newly appointed employee
- ✓ **Full access to all modules:** 27 easy to follow and practical modules across first 13 weeks
- ✓ **Introduction to Onboarding:** to raise awareness of the pitfalls of joining a new company and moving in to a new role within an existing employer
- ✓ **Outline of the McKinsey 7-S framework:** as an alignment strategy for workplaces and its relevance for individual alignment
- ✓ **Weekly emails and texts to Participants:** to keep them engaged and on track in between their coaching sessions



# The 7 elements of the **THRIVE** Onboarding program:



## **Shared Values**

*Alignment choice to ensure employee and employer's values overlap*

Shared Values are central to the McKinsey 7-S model as are they are core to a successful business and to a newly transitioning employee's success in their first 90 days

## **Structure**

*Alignment choice to master the formal and informal structures*

In the first 90 days it's vital to for new the newly transitioning employee to work out the formal reporting lines and the hidden networks and structures where information and influence happens

## **Style**

*Alignment choice to manage their Personal Brand*

For the newly transitioning employee, they must ensure that over their first 90 days, that whatever people say about them overwhelmingly positive

## **Skills**

*Alignment choice to apply their strengths to your role*

How the newly transitioning employee must apply their unique strengths so that they successfully pass your first 90 days

## **Strategy**

*Alignment choice to set up 1 - 2 winning projects*

How the newly transitioning employee must excite and energise people in the first 90 days to build trust, reputation, credibility, and value for their employer

## **Staff**

*How to learn to fit in and where to contribute by agreeing with your new employee on the context of their role*

How the newly transitioning employee must reach agreement with their manager on the context of their role and resources to perform to expectations

## **Systems**

*Alignment choice to get to know the way things work to support delivery*

How the newly transitioning employee must establish an accelerated learning agenda so they can contribute effectively and know how things work

## **Monthly progress updates to client**

Confidential briefings to managers on the new employee's progress

## **Top up coaching available**

After the first 90 days of initial coaching, there are options to top up an employee's coaching support

# THRIVE Packages

Career365 offers 3 package levels to choose from depending on your budget and your employee's needs: Pro, Manager and Leader.

<b><i>Inclusions:</i></b>	<b><i>Most Popular</i></b>		
	<b><i>Pro</i></b>	<b><i>Manager</i></b>	<b><i>Leader</i></b>
Discovery session with client	✓	✓	✓
Bi-weekly emails and SMS to participants	✓	✓	✓
Confidential progress updates to client	✓	✓	✓
Tailored 1-on-1 participant coaching	✓	✓	✓
27 online videos designed around the McKinsey 7-S Alignment Framework	✓	✓	✓
20 exercises to embed video content	✓	✓	✓
Unique username and password access for each participant	✓	✓	✓
Top-up coaching available	✓	✓	✓
<b>Coaching frequency for the first 90 days:</b>	<b><i>Monthly</i></b>	<b><i>Fortnightly</i></b>	<b><i>Weekly</i></b>

***For more information,  
book your free consultation:***

**[www.career365.com.au/free-consultation](http://www.career365.com.au/free-consultation)**