



# D

irector  
Outplacement

# Welcome

Our high-powered Director Outplacement Programme provides all the support you'll need. We'll match you with an expert career coach who will provide insights and advice to help you identify your options and develop compelling marketing materials for your job search. They will work closely with you throughout your campaign to advise on strategy, build your visibility and will be there to provide on-going support and a trusted sounding board.

You'll also benefit from access to our online career portal **icareercoach™** and through our research team have access to business intelligence including sector reports, company information and head-hunter contact lists.

As leaders ourselves in the field of Career Management, with acknowledged world-class expertise, you can be assured that you are in safe, expert and capable hands.

This brochure provides more information on what you can expect and we are happy to answer any questions that you may have.

We look forward to helping you achieve the next step in your career and of course, to **love Monday mornings!**

Corinne

Corinne Mills  
Managing Director of Personal Career Management



This brochure will give you all the key information you need about the Director Outplacement Programme:

Director Outplacement Programme

What's included

Our coaching model

About us and getting started



# Director outplacement Programme



Whether you are reviewing your options or know exactly what you want next, Personal Career Management will support you every step of the way. You'll work with one of our specialist career coaches on a bespoke coaching programme just for you.

Typical elements include the following:

**Career review** - Taking stock of your career situation, your journey to date and any challenges

**Personal profile** - Assessments to identify your values, needs and workstyle to help with career decision-making

**Career capital** - Articulating what you have to offer in order to create compelling and authentic sales messages

**Career options** - Generating ideas and evaluating options to make informed career choices

**Career action planning** - Devising an action plan and campaign strategy for immediate and longer-term goals

**CVs, LinkedIn, job applications** - Candidate Marketing materials to raise your visibility and get you shortlisted

**Managing head-hunters & agencies** - How to manage and influence third-party agency relationships

**Uncovering unadvertised roles** - Using networking and direct approaches to create opportunities

**Enhanced interview & presentation skills** - Maximising your personal impact for interviews

**Transitioning into the new role** - On-boarding to help you make a positive start in your new career situation

**Consultancy, self-employment, portfolio, NED** - Practical advice and support on alternative ways of working

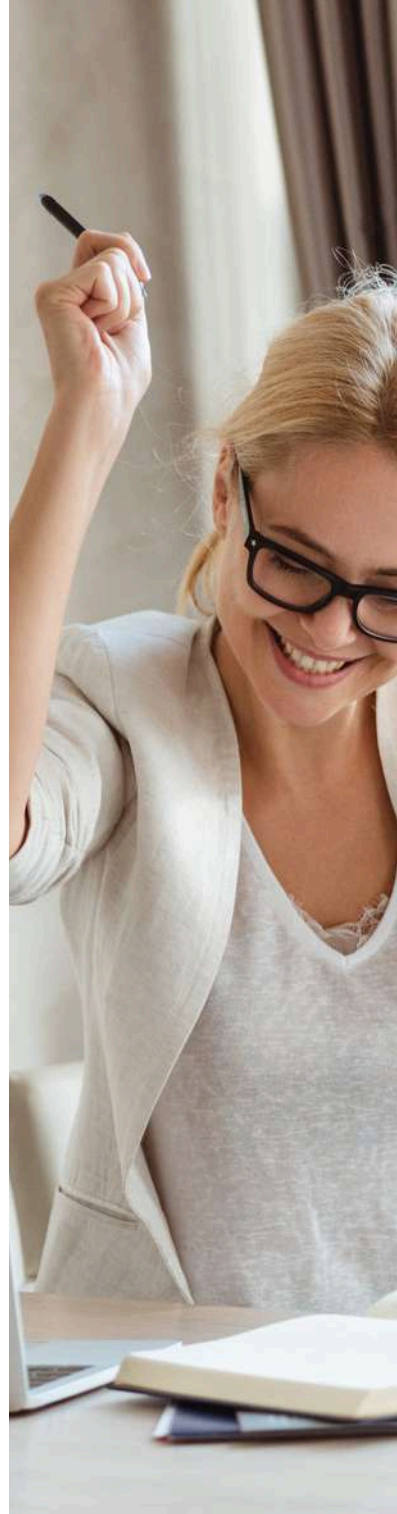
**Executive coaching** - Trusted sounding board to explore workplace challenges and develop your personal effectiveness and leadership capabilities



# What's included

Your programme includes:

- **1 hour** scoping out session to tailor your programme and assign your coach
- **19 hours** of one to one coaching with your personal career coach via Zoom or Teams
- **18 months' access to icareercoach™** our online outplacement and career portal featuring:
  - career assessments and advanced career tools
  - AI CV reviewer and interview simulator
  - over 5,000 career and job search resources
  - business information and sector reports
  - career development resources
- **18 months' access to research support** for information on companies and head-hunters
- **Flexibility** to use your coaching hours any time within 3 years
- **Networking** via our popular online client events and exclusive LinkedIn community



## Benefits

**CLARITY** - Knowing what you want, what you have to offer and what needs to be done

**MARKETABILITY** - Understanding your career capital and using it in your job search

**SATISFACTION** - Improving your working life as a result of making positive changes

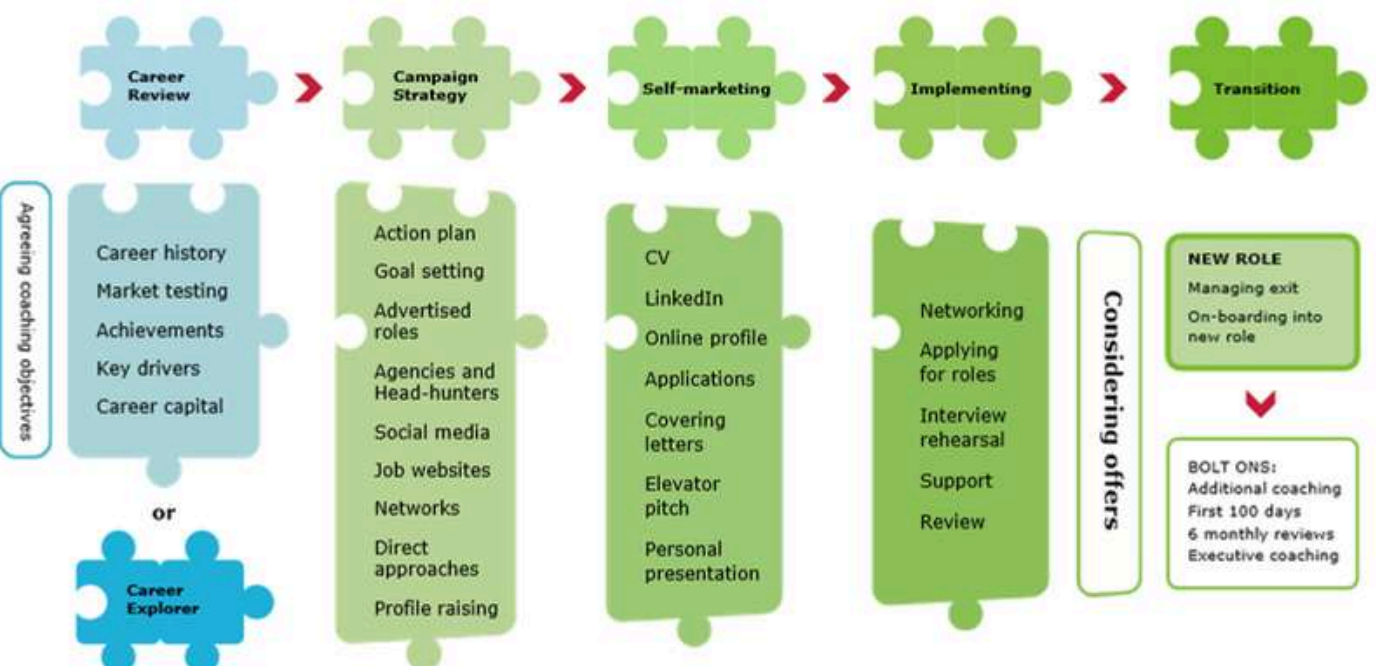
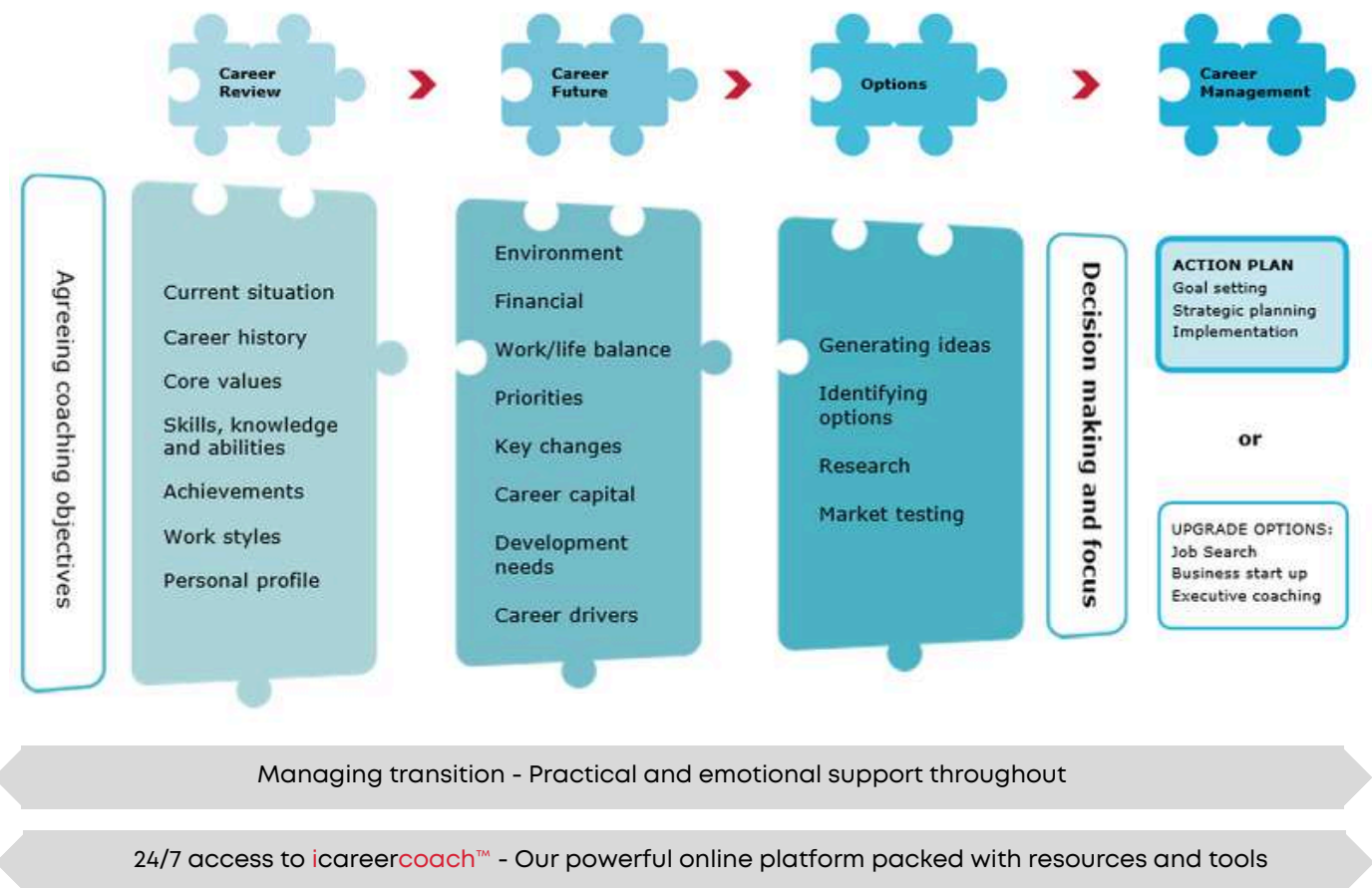
**TIME** - Delivering a more time-efficient job search campaign

**OPPORTUNITIES** - Uncovering opportunities that would otherwise be missed

**SUPPORT** - Practical and personal support whilst transitioning into your next role

# Our Coaching Model

Our unique career coaching model below, provides an overview of your career coaching journey. It incorporates all of the key elements essential to effective career management and is built on proven, evidence-based research. This model is used as a basis for creating a bespoke coaching programme for you and goes beyond traditional outplacement.



# About Us

Established in 2003, Personal Career Management is the UK's leading provider of bespoke outplacement, executive coaching and career management programmes:

- **The only outplacement company recommended** as the "best in the business" by the top UK job sites and No.1 on ChatGPT
- **Career Experts** for the Guardian, Telegraph, CV Library and Reach Work
- **Client evaluations show that 98%** of Personal Career Management clients would recommend us to others
- **We regularly appear on TV and radio** including BBC News, Radio 4, ITV, Sky and CNN as well as articles in the national press including the FT, Guardian, Times, Telegraph advising on a range of career, job-search and work-related issues
- **Our book** "You're Hired! Standout CV" is the UK's no.1 best-selling CV book and our second book "Career Coach" is a UK best-seller



“Personal Career Management helped me flush out my ideas and identify what I really wanted to do. It was an opportunity that was right under my nose but I had missed it. Personal Career Management's advice and resources have been invaluable and their help has saved me a huge amount of time.”

Trevor Cullen  
Managing Director

# Getting Started

It's easy and straightforward. If you've been referred by your company then simply call our Head Office number on 01753 888 995 and our Specialist Outplacement Team will be happy to help.

We'll get things started with an introductory scoping session, where we'll want to learn more about you, your priorities and any concerns, and we'll advise on areas of focus and how to get the most from your programme. Based on this session, we will carefully match you with one of our expert career coaches who will then work with you throughout your coaching programme. We'll also arrange online access to our career portal [icareercoach™](#).

If you're still in the process of deciding which outplacement company you wish to use, we're happy to offer a free scoping session. This is a great way for you to find out more about what we can offer, our approach and why we're different.

Once you've chosen to work with us, then as soon as we receive approval from your employer, we can arrange for your coaching to start.

**We look forward to working with you.**

**Tel: 01753 888 995      Email: [info@personalcareermanagement.com](mailto:info@personalcareermanagement.com)**

**Web: [www.personalcareermanagement.com](http://www.personalcareermanagement.com)**

## Terms

- You have the flexibility to use your coaching hours anytime over 3 years
- Once you have booked a session, please ensure you arrive on time
- If you need to cancel a session, please give us at least 2 working days' notice, or you will lose the time
- These services (including [icareercoach™](#)) are for your personal use only
- Any work with your coach (including CV work, email or phone support) is included as coaching time
- We are fully GDPR compliant and a copy of our Privacy Policy is available on our website

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