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*“Why wasn’t I taught this
 YEARS ago!?”*
 ”

Career Empowerment Essentials: *your staff driving their own careers*



The Compelling Business Case

- ✚ Developing a flexible, mobile workforce that is empowered and skilled to move into opportunities in the organisation
- ✚ Talent development — creating awareness among both managers and employees about internal career options
- ✚ Employee retention — ensuring that those staff who are valuable to the organisation are retained and developed. Recognition as Employer of Choice
- ✚ Creating a workforce awareness of the importance of managing one’s own career
- ✚ Teaching managers how to assist in the development of staff career opportunities
- ✚ Valuable metrics about the career expectations of your workforce
- ✚ Modifying career expectations to align them to the organisational vision and strategy
- ✚ Add value to Performance Management, linking career plans to aspirations, job growth, internal opportunities development and enrichment

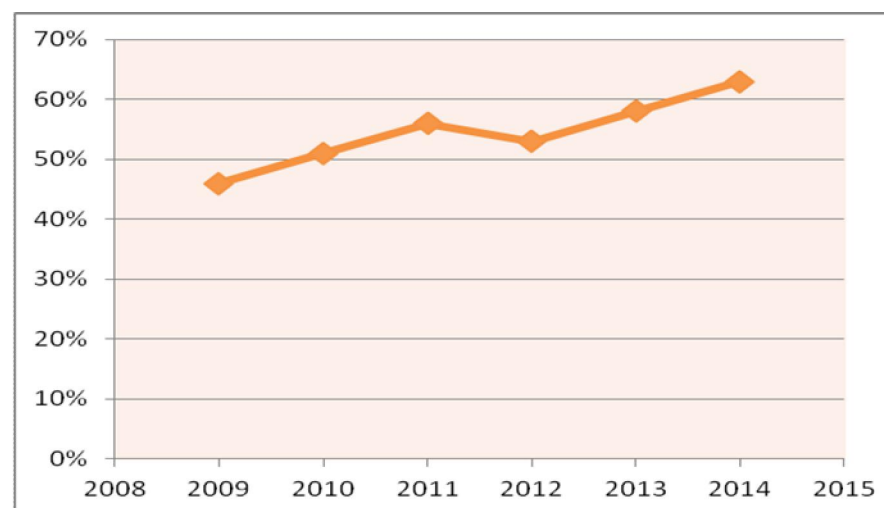
SOME QUESTIONS FOR YOU TO PONDER...

1. Does your organisation have the right people and skill sets on board to deliver against future strategic plans?
2. Is your organisation aware of the true climate of individual career preferences i.e. what % of staff in each department want to leave, stay as they are, be promoted, realign, enrich within their roles, explore or take a sideways move?
3. Do employees acknowledge that it is their choice to be in their roles and manage their conduct, development, relationships and attitude accordingly?
4. Are managers confident and able to give accurate, timely and effective feedback to employees so that the necessary developmental changes can occur?
5. Are employees proactively responding to the feedback that they receive during performance reviews?
6. Do managers understand their role as a career coach within their overall responsibility of people management?

CEOs are becoming more worried about finding key skills...

Q: How concerned are you about the following potential economic and policy/business threats to your organisation’s growth prospects?

(Availability of key skills was one of the threats CEOs named.)



Source: PwC 17th Annual Global CEO Survey, 2014

A motivated, proactive,
self aware workforce

“The great and glorious masterpiece of man is to know how to live to purpose.”

*Michel de Montaigne
(1533 - 1592)*

Program Components

Stage One:

Online Career Questionnaire

This specialised Microsoft-supported tool leads participants through a questionnaire, options clarification, and reality check process that provides the basis for both reflection and action.

- ✚ Aggregation of results for workforce planning
- ✚ Weighted scoring as a result of reality checking
- ✚ Clarification of goals
- ✚ Development of effective strategies
- ✚ Preparing for career conversations with managers
- ✚ Advice on completion of career plan

Stage Two:

Managers' Seminar

Educates Managers about their role in the career development of direct reports, teases out barriers to career development and provides coaching techniques.

This includes:

- ✚ Familiarising Managers with what their staff will be learning in the career empowerment workshops
- ✚ Preparing Managers to handle follow up career discussions
- ✚ Providing Managers with techniques and ideas on how to assist their staff to manage their own careers

Stage Three:

Employee Workshop

Designed to assist the participants to build on the plan from their online assessment and provide practical techniques and methodologies for career empowerment:

- ✚ Understanding career leverage: what it is and how to use it
- ✚ Being well prepared for performance appraisals
- ✚ Self assessment: values, skills and achievements
- ✚ Articulation of future goals
- ✚ Career documentation / personal presentation
- ✚ Understanding communication styles, interpersonal skills and colleague/boss perception
- ✚ Knowing how to network appropriately and effectively for career leverage and information

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