



OPTIONS

Providing Outplacement Support
and helping to find new
Opportunities for Individuals
affected by Major Change



Target Group

- Individuals whose jobs have been affected by fundamental change and for whom a new professional orientation is of the highest importance.
- Companies wishing to provide support for employees affected by fundamental change.

Objectives

- After completing the programme, the participants are either employed again or have started a business initiative on a self-employed basis.
- Highly competent leaders, managers and experts are actively re-integrated into the business and professional world, and so talent is not lost.
- Participants are not – or no longer – unemployed and a financial burden to the State.

Content

Provide specific professional outplacement support in the following areas ...

- Coaching and mediation in the initial phase.
- Personal orientation, self-analysis and individual goal setting.
- Providing ideas in a focused way for either re-employment or self-employment.
- Planning, preparation, implementation and ongoing support.

Methodology

Five modules consisting of a combination of pre-structured workshops, short presentations and lectures, individual coaching sessions, individual and group assignments. Individual, as well as group, tailor-made approach possible.

Module Description

Module I – Coaching and Mediation

- Mediation between company and individual(s) during the initial separation and settlement phase.
- Advise company on how to deal with individual(s) affected by major change.
- Provide specific support to individual(s) to cope with the initial challenges, emotionally and practically.
- Combine past strengths with focus on future opportunities.
- Encourage to accept and benefit from change.

Result: Company and individual(s) affected by major change have achieved a settlement on mutual terms and have avoided unpleasant and costly litigation.

Module II - Personal Orientation

- Self-assessment
- Strengths and weaknesses
- Work-Life-Balance
- Portfolio of competencies
- Goal setting

Result: Personal portfolio plus individual goal for each participant (input for idea generation).

Module III - Option Generation and Selection

Input: Personal portfolio plus individual goal for each participant (self-employment or employment).

- Pre-structured workshops or sessions which result in tailor-made ideas for each participant in support of his/her professional goals and personal portfolio
- Individual and group activities utilising the synergies of all competencies available

Result: Job type or a suitable business opportunity identified.

Module IV - Implementation

Input: Job type or a suitable business opportunity identified.

- Individual and group sessions aimed at planning, preparing and implementing the ideas produced, either for re-employment or self-employment

Support for re-employment includes ...

- Specifying and developing identified job type
- Assessing market viability of identified job type
- Drafting of CV with unique selling points
- Outlining efficient application process
- Preparing for and reviewing interviews
- Assessing and selecting the right job offer
- Negotiating advice on employment contracts

Support for self-employment includes ...

- Specifying and developing business opportunity
- Assessing market viability of business opportunity (e.g. USP)
- Drafting of Business Plan
- Financial planning
- Marketing Strategy
- Meeting accounting, administrative and legal requirements
- Setting up the right infrastructure
- Dealing with HR and employment issues

Result: Participants are either re-employed or have started a business initiative on a self-employed basis.

Module V - Ongoing Support

- Individual coaching sessions in support of and parallel to modules I – IV.