



ENGAGE. DEVELOP. SUCCEED.

## **Career Transition Programs**

Use the chart below to compare our career transition programs. Talk with your Career Potential, LLC consultant, and choose the option that best suits your career circumstances and needs.

The Career Mentor and Career Partner programs include extensive coaching and support in Career Planning, Job Search Strategy, Document Development, Networking, Interviewing and Negotiating.

	<b>Career QuickStart<sup>SM</sup></b>	<b>Career Mentor<sup>SM</sup></b>	<b>Career Partner<sup>SM</sup></b>
<b>Format</b>	Phone, Video Conference, E-Mail	In-Person, Phone, Video Conference, E-Mail	In-Person, Phone, Video Conference, E-mail
<b>Duration</b>	<b>1 Month</b>	<b>3 Months</b>	<b>6 Months</b>
<b>The Ultimate Career Guide™</b>	Yes	Yes	Yes
<b>Telephone Support</b>	Yes	Yes	Yes
<b>E-Mail Support</b>	Yes	Yes	Yes
<b>Career Analysis Profile</b>		Yes	Yes
<b>Unlimited Consulting</b>		Yes	Yes
<b>Career Research Database</b>		Yes	Yes
<b>Career Assessments</b>			Yes
<b>Assimilation Coaching</b>			Yes
<b>Activity / Results Tracking</b>			Yes
<b>Interview Intensive</b>			Yes
<b>Web Presence / Social Media</b>			Yes
<b>Satisfaction Guarantee</b>		Yes	Yes

For an independent, self-directed career transition experience, take advantage of our comprehensive "home study" career system, The Ultimate Career Guide™. Visit: [www.ultimatecareerguide.com](http://www.ultimatecareerguide.com).

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## 1-Month Career QuickStart Program<sup>SM</sup>

### Summary

The Career QuickStart Program<sup>SM</sup> is an accelerated, 1-month outplacement process for employees who are in transition. This program allows candidates to achieve their objectives with the least amount of time – and allows organizations to support the transition of their employees with the least amount of expense. Career QuickStart is also the fastest-paced of all the Career Potential consulting programs – and it is designed for those who want to see immediate, tangible results.

### The Consulting Process

This career continuation program is based on the strategies, resources and tools in *The Ultimate Career Guide*<sup>TM</sup> – and as an added bonus, a copy of the “Deluxe Hardcopy Binder and CD Package” is included for every Career QuickStart<sup>SM</sup> participant.

### How This Program Works

Career QuickStart<sup>SM</sup> offers many advantages over traditional career consulting programs, including:

- **Value:** This program is the most affordable level of one-on-one career consulting; yet the impact of participation is very powerful.
- **Speed:** In this accelerated 4-week program, participants get ramped-up quickly, and start seeing positive results almost immediately.
- **Productivity:** This program greatly increases participants’ productivity, focus and confidence. It provides a structure for accountability and a detailed plan of action, which continues long after the consulting program ends.
- **Action-Oriented:** Candidates benefit from fresh ideas and new perspectives shared by their Senior Consultant. The focus is on immediate implementation, specific action, and proven tactics.

The 1-Month Career QuickStart<sup>SM</sup> process is highly structured and productive, with specific activities to be completed each week and regular “progress checks.”

Although this program is designed to be more independent than the other Career Potential programs, clients are supported by 4 weekly, 30-minute coaching phone calls. Career QuickStart<sup>SM</sup> clients also benefit from regular e-mail access to the Senior Consultant and brief phone calls between scheduled sessions.

**NOTE:** If a client decides to “upgrade” to the 3-month Career Mentor<sup>SM</sup> program or the 6-month Career Partner<sup>SM</sup> program, 100% of the Career QuickStart<sup>SM</sup> investment will be applied to the fee for either of the longer consulting programs.

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## 3-Month Career Mentor Program<sup>SM</sup>

### Summary

**This dynamic, 3-month executive outplacement program** helps employees conduct a highly-effective career transition or job search campaign. Candidates work through the proprietary Career Potential process, and are carefully mentored and supported by their Senior Consultant every step of the way.

### The Consulting Process

The Senior Consultant takes participants through the Career Mentor Program to reveal what they really want, and then plans a strategy to get them there. During the course of the 12-week engagement, we conduct a thorough, confidential career analysis and evaluation, and then execute a detailed career action plan that leverages the participant's proven strengths – building a bridge to the next level of professional success.

### How This Program Works

Utilizing all the strategies, resources, exercises and tools in *The Ultimate Career Guide*<sup>TM</sup>, Career Potential provides an intensive, one-on-one consulting experience, including ongoing support via e-mail and phone for a period of 3 months. While our Career Mentor<sup>SM</sup> engagement is shorter than the Career Partner Program<sup>SM</sup>, it makes a substantial impact and generates exceptional results.

Every Career Mentor<sup>SM</sup> engagement includes:

- Exploration of professional background, including personal values, work history, education, goals, etc.
- Evaluation of career strengths, styles, and preferences
- Discussion, analysis, and selection of potential career paths
- Strategies for researching selected careers and job alternatives
- Action planning, implementation help with the search campaign, and on-going support
- Preparation of the resume and all relevant documents, for a comprehensive "Executive Portfolio"
- Career coaching in specific job-seeking skills, such as networking, interviewing, negotiating, etc.

Counselor, coach, editor, strategist, advocate, mentor, "sounding board" – the Senior Consultant will probably fulfill all these roles at different times in the consulting relationship. There is a personal commitment between Career Potential and every participant in the Career Mentor Program<sup>SM</sup>. We see it as a partnership aimed at a single goal: helping candidates create and sustain the kind of careers they really want!

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## **6-Month Career Partner Program<sup>SM</sup>**

### **Summary**

**This premier, 6-month career transition program** offers the most intensive one-on-one counsel, strategy and support. Candidates literally enter into a “partnership” with their Senior Consultant, with whom they work very closely throughout the entire process.

### **The Consulting Process**

Career Potential takes candidates through a comprehensive, confidential career analysis to reveal what they really want, and then plans a strategy to get them there. By going through our proprietary five-phase career consulting process, we implement a detailed plan of action that leverages the candidate’s proven strengths and builds his or her career to even higher levels of success!

### **How This Program Works**

Although every candidate is different, this exclusive Career Partner<sup>SM</sup> engagement typically includes:

- Exploration of professional background, including personal values, work history, education, goals, etc.
- Evaluation of career strengths, styles, and preferences – including formal career assessments
- Discussion, analysis, and selection of potential career paths
- Strategies for researching selected careers and job alternatives
- Access to extensive online career resources
- Action planning, implementation help with the search campaign, and on-going support
- Preparation of the resume and many other documents, for a comprehensive “executive portfolio”
- Career coaching in specific job-seeking skills, such as networking, interviewing, etc.
- Intensive guidance through negotiations, offers, and comparison of opportunities
- Assimilation coaching (into the new position) to ensure a successful “landing”

Counselor, coach, editor, strategist, advocate, mentor, “sounding board” – the Senior Consultant will probably fulfill all these roles at different times in the consulting relationship. There is a personal commitment between Career Potential and every participant in the Career Partner Program<sup>SM</sup>. We see it as a partnership aimed at a single goal: helping candidates create and sustain the kind of careers they really want!

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