

INTRODUCTION

Welcome to my Career Coaching programme.

The programme has been carefully tailored using research into best practice in career evaluation and transition, backed up my own experience as a life and career coach.

The programme aims to help you take a journey from uncertainty about your present career and not knowing what your next step might be, through to having a clear vision of a career that is absolutely right for you, and a plan for how to create it.

What is unique about this programme is that it draws on your own innate resourcefulness to help you identify an exciting and viable new career direction. The programme provides a framework for the coaching in the form of interesting and engaging exercises and profound guided meditations which will bring out that creativity and resourcefulness in you and direct it toward discovering the right next step for your working life.

The programme has been designed in three phases, each of which has been named after an inspiring quotation from Mark Twain: **EXPLORE. DREAM. DISCOVER.**

“Twenty years from now you will be more disappointed by the things you didn’t do than by the ones you did. So throw off the bowlines. Sail away from the safe harbor. Catch the trade winds in your sails.

Explore. Dream. Discover.”

I want you to be inspired to take up that challenge. The following pages give a brief description of the programme.

The Programme in brief

Research shows that those who are most satisfied and motivated by their work are in careers which reflect **who they really are**; careers which reflect their true nature and their real passions; careers which draw on their innate strengths and employ their favourite skills; careers which allow them to honour their deeply-held values.

Because of this, the foundation of our programme entails a long, hard look at who you are. This is the **EXPLORE** part of the programme. During this phase, you’ll get a clear idea of

- your values
- your life purpose
- your most powerful self
- your personal strengths
- your interests and passions
- your personal achievements
- everything you need in your life to be happy and fulfilled.

This knowledge is about you as a person, your life as a whole. The next layer on the foundation stone in the **EXPLORE** phase is about your work preferences. We’ll work to identify

- your favourite job skills
- your key work motivators
- your professional strengths

- your greatest work achievements
- your preferred working organisation and environment
- your ideal working day
- everything you need in your working life to be motivated and satisfied.

I use two formats for capturing the vital information which **EXPLORE** is designed to elicit. These are the **Life Star** and **Work Star** (which I'll send you separately). As we work through the **EXPLORE** process, I'll ask you to note your key learning in these Star formats. When complete, your Stars will provide a richly coloured snapshot of who you are and what you need in order to be happy in your life and work.

By the end of the **EXPLORE** phase, you will be very clear about what you must have in your career to be satisfied and motivated. The two Stars act as the acid test for evaluating any career ideas or job opportunities.

A parallel process begins in Week 1: you will open an **Ideas Bank**. This is a space where you can capture any career possibilities which come up throughout the early weeks of the programme, including ideas that you may have in mind before beginning coaching. However mild, however wild the ideas – do not judge them but just place them in the Ideas Bank, ready to be evaluated later in the light of what we find out about you during the first phase of the programme.

The next phase is **DREAM**. This is a very creative part of the programme when together we generate a number of possible new career choices. We call it **DREAM** because the idea here is to be expansive, to think outside the box, not to be constrained at this stage by traditional notions of what's possible. In truth, almost anything is possible if it's right for you. And we will deal with making it possible in the final phase, **DISCOVER**.

We will then explore the most attractive ideas in some detail and then finally narrow these down to between one and three strong possibilities which will then be explored in detail in the **DISCOVER** phase, which is the final part of the programme.

DISCOVER is the point where we investigate the top possibility that was generated in the **DREAM** phase. We will use a creative and empowering process which lets you turn your vision for an exciting career that's right for you into a soundly based action plan to make it happen.

I'm looking forward to helping you create an inspiring and motivating next stage in your working life. Thanks for deciding to work together with me.