

The Flexible Outplacement Program

How does it work?

Employer purchases x credits and distributes as they feel is appropriate, we would always suggest the minimum credit level per employee is 75, thereby allowing the individual to choose a basic outplacement consisting of;

CC1I An initial outplacement session + Outplacement report attendance at perhaps	40
CC3G How to use LinkedIn	5
CC4G The interview methods workshop	10
CC9I CV review and feedback	20
TOTAL	75

10 credit points is the equivalent of £100, therefore the suggested minimum package of 75 credits costs £750.

The credit is a balance to be used over a set timeframe, usually 6 months from when the individual first attends the initial outplacement session.

Available courses that can be delivered face to face or online and most are deliverable in groups of 4 or more or at individual 121's (some exceptions in tables below).

The range of options are categorised into two main headings; a focus on their career - 'career coaching' and then developmental /additional skills 'skills development' to aid their capability to attract next role.

The following two tables show typical courses, others can be created specific to any detailed need.

Career coaching options

Cat#	Item	Individual Group	Approximate Duration	Credits	Min/max attendees	Comments
CC1I	Structured Outplacement Coaching session **	Individual	1.5 hours	40	NA	With GPI psychometric outplacement report prior
CC2I	Coaching session (per session)	Individual	1.5 hours	30	NA	
CC2G		Group	1.5 hours	10	3-5	
CC3I	Linkedin mentoring review session	Individual	1 hours	20	NA	
CC3G	How to Use LinkedIn workshop	Group	1 hours	5	4-6	
CC4I	Interview coaching/Interview methods workshop	Individual	1 hours	20	NA	
CC4G		Group	2 hours	10	4-6	
CC5I	"How to build your Professional Network" workshop	Individual	Not Available			
CC5G		Group	2 hours	10	4-6	
CC6I	Maintaining mental health and wellness	Individual	1 hours	20	NA	
CC6G		Group	1.5 hours	10	4-6	
CC7I	Considering self employment?	Individual	1.5 hours	25	NA	
CC7G		Group	2 hours	10	4-6	
CC8I	Mock interview and feedback (per specific application)	Individual	1.5 hours	40	NA	Requires additional prep time as interviewer
CC9I	CV Review and feedback	Individual	1 hours	20	NA	
CC10I	CV Revamp	Individual	1 hours	20	NA	Includes time to edit

** mandatory first session to build out further

Self Development options

Cat#	Item	Individual Group	Approximate Duration	Credits	Min/max attendees
SD1G	Mindfulness – finding calm in a VUCA world	Group	1.5 hours	7	4-6
SD1I		Individual	1 hours	20	NA
SD2G	Listening Skills	Group	1.5 hours	7	4-6
SD2I		Individual	1 hours	20	NA
SD3G	Communication Skills	Group	1.5 hours	7	4-6
SD3I		Individual	1 hours	20	NA
SD4G	Building Confidence – Hypnotherapy session	Group	Not available	NA	
SD4I		Individual	1 hours	25	
SD5G	Maintaining Resilience in the face of adversity	Group	1.5 hours	7	4-6
SD5I		Individual	1 hours	20	NA
SD6G	Becoming Assertive	Group	1.5 hours	7	4-6
SD6I		Individual	1 hours	20	NA
SD7G	Influencing without authority	Group	1.5 hours	7	4-6
SD7I		Individual	1 hours	20	NA
SD8G	Mediation Skills	Group	1.5 hours	7	4-6
SD8I		Individual	1 hours	20	NA