



Transition Coaching

The following components are part of Strategic Intelligence, Inc.'s transition coaching program.

Overview

- Career Assessment tools: Personality Profile (DISC) / Meyers Brigg
- Values Sorter
- Workshops with assigned homework / review and discussion
- Skype conferences / telephonic coaching / e-conference workshops
- Structured Homework Assignments
- E-mail correspondence / Coaching
- E-learning
- Individualized face to face coaching sessions if location allows

1 Self Assessment / Empowerment

- Managing Grief, Disbelief, Anger, Fear, Acceptance
- Developing your reason for leaving statement
- Assessing known, existing and discovering Employee's other strengths, weaknesses, areas of opportunity
- Completing assessment tools
- Interpretation of the self assessment tools
- Scripting accomplishments and quantifiable evidence

2 The Value Proposition

- Understanding your strategic and economic value
- Tying your value to the industry drivers
- Developing a brand called "you"
- Understanding your market messages
- Categorizing value and providing quantifiable support
- Writing a value proposition
- Customizing value for the listener
- Personalizing and articulating your value proposition

3 Transitioning From the Military to Civilian Life (as applicable)

- Understanding how your contributions translate
- Quantifying your accomplishments
- What differentiates you for Corporate America
- Companies and websites that work with the U.S. Government and Military

4 Entrepreneurship (Are you suited?)

- Starting a business
- Buying a business
- Franchise
- Consulting
- Corporate structure
- Financial structure

5 Managing an efficient career campaign

- Identifying Employee's professional network and extended network
- Contacting your network, do's and don'ts
- How to balance a productive job search day
- Goal Setting
- Creating a marketing plan

6 Developing marketing tools

- The resume – editing – formatting for white paper and electronic formats
- Writing a Biography
- Designing a business card

7 "Go to Market Strategy"

- Creating a job search system
- Tools for "going to market" and how to use them
 - Internet

Transition Coaching by Strategic Intelligence, Inc

- Job fair
- Informational meetings
- Networking
- The Book of Lists
- Alumni Associations
- Journals, Newspapers
- Professional Associations
- Recruiters: prior relationships, others-retained and contingency

8 The Art of Networking

- Defining networking / what does it take?
- Informal networking
- Formal networking
- Creating cold call executive opportunities

9 Mastering Communication

- Understanding subtleties of professional written communication
- Informational request letters
- Cover letters
- Thank you letters
- Introductory letters
- Properly utilizing e-mail correspondence
- Responding to job opportunities / on-line applications
- Telephone interviews
- Preparing for the call
- Working with Human Resources

10 The Interviewing Process

- Preparing for an interview
- Understanding industry trends, current government regulations, the companies market presence, strategic direction and competition
- Proper Attire – dressing for the culture and the title
- Reviewing the top 100 questions asked
- Understanding the top 10 questions the interviewee should ask
- Getting your value on the table

- Preparing your interview questions / responses / role play practice
- Presentation skills – the panel interview / addressing the board
- Facilitating meetings / cross-functional teams

11 Negotiation Strategies

- Receiving an offer – the first 24 hours
- How to review the offer
- Preparing for negotiations – a win/ win
- Conducting the negotiation
- Closing

After you close the deal

- Understanding how to build advocates and allies within the organization
- Value mapping the organization / managing vertically
- Staying connected in the marketplace

For more information, please contact Nancy Swain, our lead career coach, at 214-794-0322.



We also provide services in starting and managing companies, and information technology including internet marketing (web, email, blogs, contact forms, customer services, discussion boards, ...)
→ stratintell.biz/business/ for more information.