



# CAREER MANAGEMENT PROGRAM

"Success is not the key to happiness. Happiness is the key to success." -Albert Schweitzer

This course will provide an introduction to successful career management strategies. Participants will learn how to identify their strengths and weaknesses, craft a professional narrative, explore job opportunities, develop a career plan, create a job search strategy and build effective relationships. In addition, participants will gain insight into the importance of maintaining a professional brand, self-promotion and networking. Throughout the course, participants will learn practical skills to help them build their profile, create a career-oriented network, and seize the right career opportunities. Ultimately, this training will help lay the groundwork for successful career management.

## Key Course Content:

- Understand the psychology of change.
- Discover different assessment tools to identify strengths and weaknesses.
- Recognize if an organisational culture is congruent with personal values.
- Discuss win/win outcomes.
- Identify a career development framework.
- Design a SMART action plan.
- Create contingency plans to keep motivated when your career plans stumble.
- Predict attitudinal and behavioural responses to difficult questions.
- Develop networking skills.
- Label themselves as value assets rather than knowledge assets.



## Target Audience:

The course can be tailored for the specific cohort whether it be the leadership team, another group of managers/team leaders or employees.



## Duration:

This course is available as a 1-day course or a truncated half-day course.



## Delivery:

This course can be delivered both in-person or virtually. For virtual delivery, we can use our virtual platforms or your organisations.



## Group Size:

We recommend a group size of 4-10 people.



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