

Career Development Program

The Take Charge of Your Career Process

Rapid change in organizational workforce needs has led to widespread employer concerns about:

- Retention of key employees.
- Selecting the “right person for the right job.”
- Encouraging employees to develop new job competencies.
- Helping employees adjust to changing job roles.
- Reducing employees’ anxiety about job security.
- Preparing employees to be career resilient in the event that their job is eliminated.

Benefits of career development

Career Directions can help your employees adapt to these organizational changes through pro-active career management. This will enable them to maximize their productivity while maintaining a positive attitude during organizational change.

The Career Directions *Take Charge of Your Career Process* is designed for workshops as well as for individual programs. It may include any of the following components.

Career assessment and testing

Career Directions utilizes a range of assessment instruments and profiles, which measure, work behavior, personality traits, and career motivation. We also administer 360° assessment tools that provide additional feedback to employees.

These instruments provide data on employee traits and qualities including:

- Competencies and skills
- Response to supervision
- Adaptability to change
- Communication style
- Values and motivations
- Management style
- Response to stress
- Conflict management style

Career coaching

With knowledge gained from assessment of their skills, work style and motivations, employees are guided to reassess their fit in the workplace. This coaching helps employees to:

- Understand the career environment in their company, field and industry.
- Identify additional jobs and job functions that utilize their competencies.
- Evaluate their career options.

Career planning

The final stage in our process consists of writing a concrete career development plan based on their career assessment and career coaching. This plan may include such strategies and components as: mentoring, special assignments, training, and self-study to update or acquire new competencies.

We train employees to effectively explain this development plan and negotiate it with their management staff.

“Career coaching skills for supervisors” workshop

To ensure alignment between workforce skills and organizational needs, supervisors are trained to become career advisors of their employees.



Career
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