

How will my
company work
with **Tomorrow:** ?

FIXED SERVICE ELEMENTS

*Awareness Session -
Who are A4e and what will they do?
What does this mean for me?*

1:1 Personal Coach - Initial Appointment

- Introduction and Q&A regarding support available.
- Analysis of support needs.
- Discussion around future goals and aims.
- Signposting to flexible support elements.
- Introduction to online support and resource centre options.

Access to MyA4eConnect

*Web Enabled Gateway /
Unlimited support until
successful.*

- Interactive change management toolkit.
- Business sector and Employment market information.
- Interactive questionnaires and self assessment tools.
- Access to over 200k live vacancies.
- Docubank with a huge job search reference library and CV toolkit.
- Self employment & retirement tools.

On Site resource centre support - containing research material, job boards, workspace and facilitated drop in sessions with a coach. On-site or at nearest A4e office.

FLEXIBLE SERVICE ELEMENTS

Choice of 4 core Job search support half-day workshops

- Dealing with personal change.
- Understanding the Labour Market
- Understanding & Writing CV's.
- Skills Audit and Self assessment.
- Conducting an effective job search and finding leads.
- Application forms and Self-marketing letters.
- Interview skills.
- Telephone techniques.
- Using Computers and the internet in job-search.

Alternatively choice of bespoke modules to be run on a ad-hoc basis

- Retirement support
- Self-employment.
- Setting up your own business.
- Financial Planning support.
- Business Planning - finance and marketing support.
- Supported job search and job brokerage.
- Option dedicated 1:1 time (maximum of 2 x 1:1 45 minute appointments)

Additional Resource Centre support - following conclusion of service and employment. Access to nearest A4e office - including IT support, research facilities, job boards and drop in consultant support.

So what
can

Tomorrow:

deliver?

We offer a full suite of outplacement delivery options – some are listed here but A4e's array of delivery is far wider and comprehensive. We would happily put together a full proposal based on your needs.

One-to-one service delivery

World Class 1:1 Coaching – packages available for all levels of candidate, and at any budget point. We ensure that irrespective of investment every candidate has the best chance of finding success through utilising the vast support available through A4e's infrastructure. Our coaching team has experience of working with individuals from all fields and backgrounds, providing powerful coaching with a drive to achieve a positive outcome as quickly as possible.

Contact us today for a list of our standard 1:1 service packages.

Job-search workshops

Key workshops A4e can deliver include:

Dealing with Personal Change.

Navigating the Labour Market.

Considering CVs.

Skills audit and self assessment.

Job Leads and Job-search.

Application Forms and Self Marketing Letters.

Interview Skills.

Using a Computer and Internet Job-search.

Alternatively we can run workshops that combine all elements into a full workshop.

Bespoke and Alternative Modules

Selected alternative modules:

Using the telephone and targeted calling.

Using recruitment agencies.

Image and personal presentation.

Financial planning and financial advice.

Self Employment Modules or one-to-one sessions

A4e has supported over 20,000 people set up their own business, and are market leaders in self employment advice – delivery topics include:

Is Self Employment for you?

Preparing for Business.

Business Planning.

Taxation and Related Issues.

Contacting Professional Services.

Promoting and Running your Business.



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Pre-Retirement Workshops

Workshops giving participants advice and information about the personal and financial implications of retirement. Key aspects include:

Dealing with change.

State and company pension benefits.

New choices and opportunities.

Personal planning for the future.

Attitudes to retirement and how self-esteem can be affected.

Retirement's impact on relationships and developing new social networks.

Understanding the financial services

market place and dealing with tax.

The implications of further employment (combining part-time or lower paid work with a pension).

Mortgages, wills and inheritance tax.

Forum for concerns.

MyA4eConnect

World class, intuitive, powerful online support – giving end to end support in navigating the job market. The system is a powerful online resource that brings together the learning materials and research resources for a successful career transition and job search. Customisable for every organisation and candidate need the is a powerful addition to any coaching programme, or as a stand alone tool.

Funded Support

A4e are the UK's largest provider of government funded employment and skills training. We in turn have unrivalled knowledge of funding available for your employees. If there is additional funding available we will access it wherever appropriate – in certain circumstances this could mean your support programme could be partially or entirely funded through public money.

This is a snapshot of what could be delivered - contact us today to see how we could fully support your people through change.

