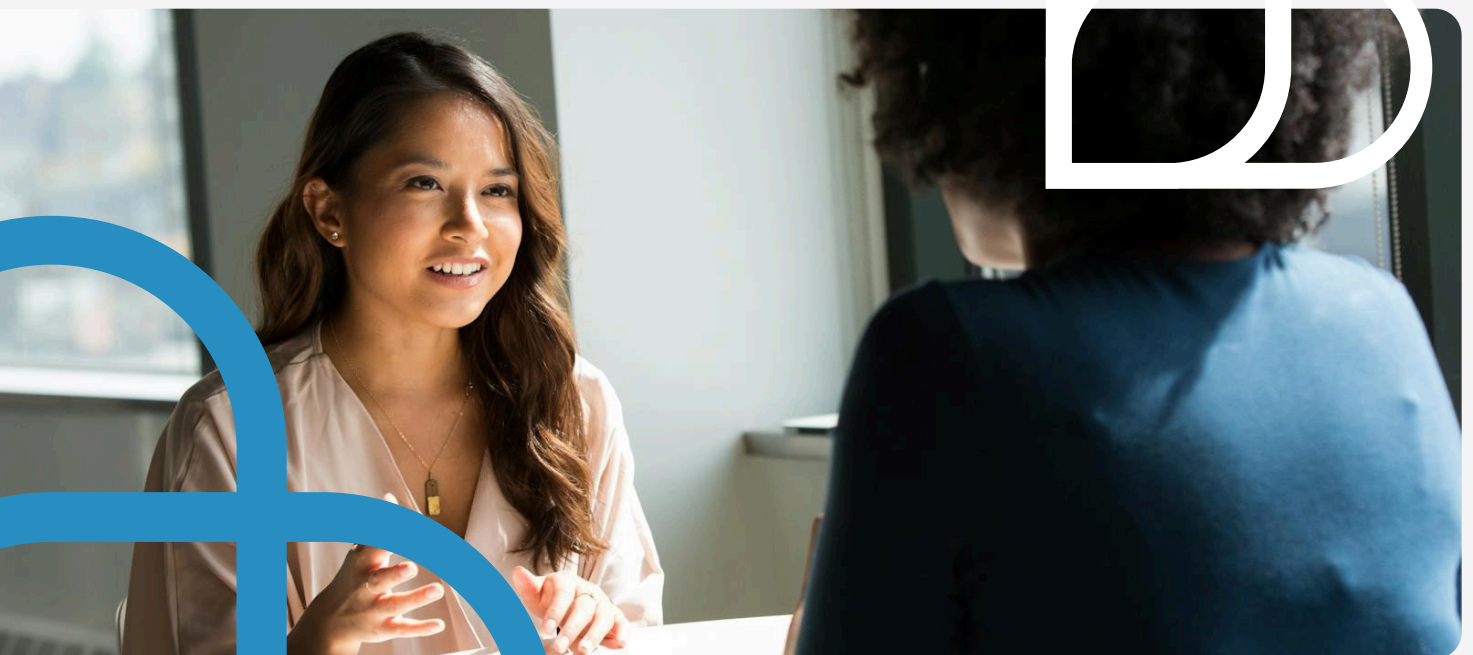


Outplacement support

We want to help you, help them

The following sessions are offered by the employer to employees who face redundancy.

Employees are offered one or multiple coaching sessions, depending on employer assigned budget. Every session is facilitated by a highly experienced consultant, who is an expert in their field. Every session is designed to offer practical advice and help individuals gain focus and confidence.



1:1 Career Coaching

Each of these modules include a 1:1 video consultation with a specialist consultant. Each module is broken down into one, two, or three sessions, and is designed to equip employees with the necessary knowledge, insight, support, and confidence to successfully find their next opportunity.

A fixed £200 administrative charge applies to the overall project regardless of take-up numbers.

MODULE 1

CV review

£150pp

This module includes a thorough evaluation of both content and presentation, ensuring individuals effectively showcase their skills, experience, and potential through their CV.

- **Session 1:** This 1-hour session includes getting to know each employee on an individual basis, as well as walking through their current CV and offering actionable advice and recommendations. Following this session, we will provide the employee with a summary document outlining the changes we recommend for their CV.
- **Session 2:** Once the employee has had time to review and implement the recommended changes, we will get together for 30 minutes to go through them and offer any final advice.

MODULE 2

CV & Portfolio review

£250pp

This module includes a thorough evaluation of both content and presentation, ensuring individuals effectively showcase their skills, experience, and potential through their CV and Portfolio.

- **Session 1:** This 90-minute session includes getting to know each employee on an individual basis, as well as walking through their current CV and Portfolio and offering actionable advice and recommendations. Following this session, we will provide the employee with a summary document outlining the changes we recommend for their CV and Portfolio.
- **Session 2:** Once the employee has had time to review and implement the recommended changes, we will get together for 1-hour to go through them and offer any final advice.

MODULE 3

Effective job searching and self-promotion

£200pp

This module will guide employees on how to optimise their search and strategies for application success, as well as self-promotion, best practice, and effective ways to be seen and engage with prospective employers.

- **Session 1*:** This 90-minute session will involve getting to know each employee on an individual basis, to determine their desired next steps and career goals. We will then provide practical and actionable tips, to equip employees with the confidence to tackle their job search and successful self-promotion.
- **Session 2:** This 30-minute follow up session is designed to check in with employee progress and offer further advice for continued success.

*If we have already met an employee through another module, this session will be shorter and will therefore be £150 instead of £200.

1:1 Career Coaching

Each of these modules include a 1:1 video consultation with a specialist consultant. Each module is broken down into one, two, or three sessions, and is designed to equip employees with the necessary knowledge, insight, support, and confidence to successfully find their next opportunity.

MODULE 4

Career clarity and change coaching

£350pp

This module is designed to help individuals navigate transitions, whether they're switching industries, seeking greater fulfilment, or deciding their next steps. It will include a career focused psychometric test which is used to create further clarity on an individual's strengths, weaknesses and natural preferences.

- **Session 1:** This 1-hour session will involve getting to know each employee on an individual basis, to determine their desired next steps and career goals. We will offer advice with the aim of providing clarity on the next steps in their career.
- **Psychometric assessment (completed in own time)** - This assessment will help individuals identify their strengths and areas for improvement, providing a clearer understanding of their capabilities. It also equips them with insights that can enhance their personal development, allowing for better alignment with suitable roles and career paths.
- **Session 2** - This 45-minute call will dive into the results of the psychometric assessment, offering tailored advice based on the outcomes and their unique career aspirations.
- **Session 3** - This 45-minute call will be a time to catch-up once the individual has had time to digest and reflect on their options. At this point we can offer further advice tailored to them.

Additional coaching sessions will be available on request at £50 per 30-minute session.

MODULE 5

Kickstarting a freelance career

£200pp

This module includes guidance for employees who wish to transition into freelancing, building a sustainable business, and attracting new and repeat clients.

- **Session 1*:** This 90-minute session will involve getting to know each employee on an individual basis, to determine their desired next steps and career goals. We will then walk-through how to set up as a freelancer, self-promotion, and gaining new assignments and repeat bookings.
- **Session 2:** This 30-minute follow up session is designed to check in with employee progress and offer further advice for continued success.

*If we have already met an employee through another module, this session will be shorter and will therefore be £150 instead of £200.

1:1 Career Coaching

Each of these modules include a 1:1 video consultation with a specialist consultant. Each module is broken down into one, two, or three sessions, and is designed to equip employees with the necessary knowledge, insight, support, and confidence to successfully find their next opportunity.

MODULE 6

Preparing for an interview

£200pp

This module is designed to prepare candidates to attend interview with confidence, by understanding what employers look for and how to showcase their skills effectively.

- **Session 1***: This 90-minute session will involve getting to know each employee on an individual basis, to determine their desired next steps and career goals. We will then cover key interview strategies, how to make a strong first impression, predicting interview questions, and how to handle challenging scenarios.
- **Session 2**: This 30-minute follow up session is designed to check in with employee progress and offer further advice for continued success.

If employees would like to meet again to discuss preparation for a particular interview, we can provide additional sessions on request at £50 per 30-minute session.

*If we have already met an employee through another module, this session will be shorter and will therefore be £150 instead of £200.

“It was a horrible time for everyone when we had to make redundancies. We were a close-knit team. What Beyond The Book’s outplacement enabled us to do, was to help our team search for their next role confidently and calmly. Anna was fantastic. The feedback was that she was caring and offered valuable, real-world practical tips”

Managing Director, Creative Agency



We would love to help

Anna Smith, Director

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