

*Career Coaching*  
*1<sup>st</sup> Step*

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Welcome to the Saddleback Career Coaching ministry!

 SADDLEBACK CHURCH 1 June 2018

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*Agenda*

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- Ministry Overview
- Career Management Process
- Finding Focus

 SADDLEBACK CHURCH 2 June 2018

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*Ministry Overview*

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 SADDLEBACK CHURCH 3 June 2018

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## Ministry Overview

- Serving Orange County since 2001!
- Free
- Every Monday (excluding holidays & church events)
- LinkedIn Thursdays

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## Ministry Resources

- Weekly classes
- Volunteers
- Prayer table
- 1-on-1 coaching
- Ministry website

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## Ministry Classes

Weekly	Rotating
<ul style="list-style-type: none"><li>• Career Coaching 1<sup>st</sup> Step</li><li>• Personal Branding</li><li>• Resume</li><li>• Interviewing</li><li>• Mock Interviews</li><li>• Standard LinkedIn<sup>1</sup></li><li>• 1-on-1 Coaching</li></ul>	<ul style="list-style-type: none"><li>• Using LinkedIn to Target Companies</li><li>• Advanced LinkedIn</li><li>• Salary Negotiations<sup>2</sup></li></ul>

<sup>1</sup> Offered every Thursday (excluding Holidays & Church Events)  
<sup>2</sup> Offered once a quarter

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## *PICS Ministry*

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- Free Professional Photographs
- 6:30pm – 7:30pm
- Dates announced in advance

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## *Our Career Course Roadmap*

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**Intro**  
• Career Coaching  
• First Step

**Level 1**  
• Personal Branding  
• Standard LinkedIn

**Level 2**  
• Resume  
• Advanced LinkedIn  
• Using LinkedIn to Target Companies

**Level 3**  
• Interviewing  
• Mock Interviews  
• Salary Negotiations

1-on-1 Coaching

 SADDLEBACK CHURCH 8 June 2018

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## *Personal Branding*

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- 1<sup>st</sup> step of search process
- Differentiate yourself from other applicants
- Power Stories (PAR statements)
- Elevator Speech
- Working your brand

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## Resume

- Formatting your resume
- Customizing your resume
- Powerful, quantifiable accomplishments
- Acceptable resume formats
- Cover letters

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## LinkedIn

### Standard LinkedIn<sup>1</sup>

- Why is LinkedIn Necessary?
- Goals of LinkedIn
- LinkedIn Components
- Profile Essentials
- Your Network

### Advanced LinkedIn<sup>2</sup>

- LinkedIn Check-up
- Grow a Network
- Cultivate Relationships that Work for You
- Maintain Relevancy & Currency
- Raise Your Brand

### Using LinkedIn to Target Companies<sup>2</sup>

- Target Companies: Why and What
- How to Develop Target Company Lists
- Strategies to "Break Into" Target Companies

<sup>1</sup> Offered every Thursday (except Holidays & Church Events)  
<sup>2</sup> Offered on a rotating basis (check the ministry schedule)

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## Interviewing

- Research and prepping for the interview
- Phases of the interview
- How to answer "Tell me about yourself"
- Approaches for different interview types
- Post-interview follow up

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## *Mock Interviews*

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- Practice an interview
- Recorded
- Live feedback

Sign up in advance –  
[saddleback.com/careercoaching](http://saddleback.com/careercoaching)

\*Prior attendance of specific courses required

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## *Salary Negotiations*

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- Salary negotiation guidelines
- Rules of negotiation
- What is negotiable
- Counteroffer tips

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## *1-on-1 Coaching*

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- Catered to you
- Variety of specialties
  - There's always someone who can help you
- Not part of suggested order, go any time

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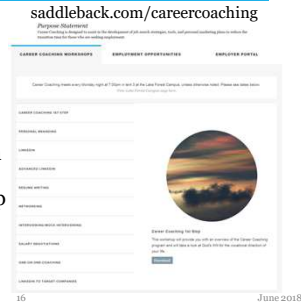
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## Ministry Website

- Handouts
- Additional Resource Downloads
- Volunteer Information
- Mock Interview Signup
- ...and much more!




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## Career Management Process

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## 7 Stages of Grief

1. Shock & Denial
2. Pain & Guilt
3. Anger & Bargaining
4. Depression, Reflection, & Loneliness
5. Upward Turn
6. Reconstruction (working through)
7. Acceptance & Hope

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## *Time Management*

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- You are not here by accident!
- Use your time wisely
  - Transition plan
  - 80/20 rule
  - Networking
  - Help others

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## *Establishing Your Plan*

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- Determine your plan
- Create your plan
- Schedule your time
- Execute

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## *Accountability Groups*

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- Accountability Partner
- Provide feedback & advice
- Keep you on track
- Provide encouragement
- Transitioning in the workplace – women
  - 2nd Tuesday of the month from 6:30-8:30pm

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## Career Management Process

- Establish Your Plan
- Establish Your Brand
- Communicate Your Value
- Sell Yourself
- Negotiate Your Value



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## Next Steps

- Assess your strengths & weaknesses
- Establish your transition plan
- Explore ministry website
- Find an Accountability Partner
- Start networking
- Come back next week!

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## Finding Focus

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## Objectives

- Understand your situation
- Strengthen your faith
- Connecting with God and others

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## Attitude

- The importance of Attitude

The longer I live, the more I realize the impact of attitude on life. Attitude, to me, is more important than facts. It is more important than the past, than education, than money, than circumstances, than failures, than success, than what other people think, or say, or do. It is more important than appearance, giftedness, or skill.

It will make or break a company, a church, a home. The remarkable thing is we have a choice everyday regarding the attitude we will embrace for that day. We cannot change our past, we cannot change the fact that people will act in a certain way. We cannot change the inevitable. The only thing we can do is play on the one string we have, and that is our attitude. I am convinced that life is 10% what happens to me and 90% how I react to it. And so it is with you. We are in charge of our attitude.

**Charles Swindoll, Christian pastor, author, and educator**

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## Prayer

- Prayer is:

- Honest
- Humble
- Personal
- Powerful

- Prayer will:

- Give you wisdom when you are lost – James 1:5
- Allow you to receive God's peace – Philippians 4:6-7

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## Fellowship

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- Cultivate relationships that:
  - Provide support
  - Are uplifting
  - Strengthen you
  - Stimulate you
  - Provide encouragement

*"Though one may be overpowered, two can defend themselves.  
A cord of three strands is not quickly broken. Ecclesiastes 4:12*

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## Faith

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- Faith is believing without seeing
  - *"Now faith is confidence in what we hope for and certain of what we do not see." – Hebrews 11:1*
- Have faith that God has a plan for you, even if you can't see what it is.

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## Next Steps

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- Set time aside with a One on One Coach
- Commit to completing the Career Coaching program
- Come back next week!

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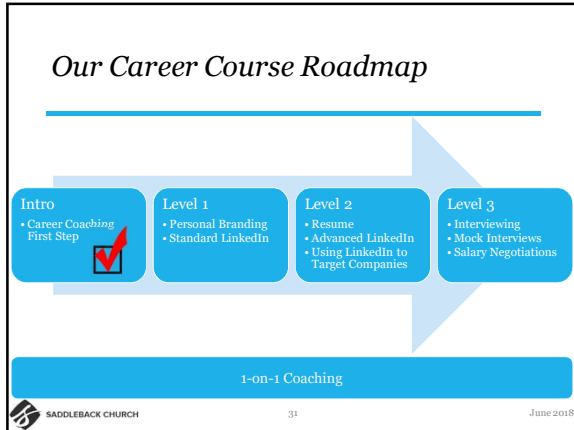
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