

Outplacement at Carrièrepoort

The purpose of this factsheet is to inform you about the possibilities and advantages of outplacement support.



What does outplacement mean?

You have recently been declared redundant by your employer. That is drastic, and we understand that very well. Outplacement is work-to-work guidance. Your employer would like you to find a new job as soon as possible. That is why they offer you guidance from Carrièrepoort. You will get targeted guidance to increase your chances of a new position significantly. Applying for a job has changed in recent years; it involves more than just sending an application letter. That is why you can often benefit of support from experienced labor market specialists.

We focus on a personal approach and results; a new, suitable job!

Carrièrepoort is Mediq's partner for outplacement. We guide their employees to the next step in their careers.



Personal approach

We take your needs, urgency and personal situation into account. It is all about you; we want you to be comfortable and know you are respected during your guidance. Your coach understands this and ensures privacy and safety. They are also well acquainted with the labor market in your region. Due to our vast network, we can often create warm introductions for you with potential employers; it simply creates more job opportunities for you.

Redundancy often causes anxiety and uncertainty. It can also affect your self confidence. Therefore, it is essential to reflect on your situation before you focus on the future again.

The structure of each outplacement process is personal, tailored to your situation. In consultation with the coach, you determine which approach suits your situation and gives you the best chance of a new job or new working future. In general, you go through three phases during the outplacement process:

1. Strengthen your self-knowledge.
2. Vitalize your application knowledge and approach
3. Realize your new job!

Entrepreneurship

Carrièrepoort also offers outplacement guidance towards entrepreneurship. You will find more information about this type of outplacement further on.

Outplacement

Outplacement phase

Working on your self-knowledge

It is essential that you first reflect on what you want before you get a new job. Therefore you work with your coach to explore and self assess your interests and qualities. Next, you start working on your personal branding. The 'ME ' brand revolves around our vision that self-knowledge and distinctiveness are important in order to get a new job. That is what the first phase focuses on: having a clear picture of your current situation and taking the proper steps to be able and willing to 'sell' yourself authentically.

You can think of assessing yourself throughout a personality or career direction test and mapping out talents, skills, competencies, and pitfalls. These new insights are important: how can you present yourself if you don't know yourself completely (yet)?

Reflect on your current situation

We also take time to process the current situation. Redundancy usually has a strong effect on your life: your self-confidence might be affected, you sometimes get anxiety, which means that you have less energy, your financial situation might change and it can make you temporarily insecure.

You can start to ask yourself questions like:

- "Will I get a new job at my age?"
- "How should you apply nowadays?"
- "I can't present myself at all, how does that work?"
- "I want to be myself while applying, how do I do that?"

You can of course contact your coach with these questions, he/she will support you during this impactful period and offer you practical tips to deal with this.

Quick scan of cv and motivation letter

Carriérepoort continuously scans the employment market in a practical way. Of course, a dream job may suddenly appear and you might want to apply. So, it is crucial you already have a cv and are able to write a motivation letter. In one of the initial sessions, we will discuss an initial draft of your cv and teach you how to write a professional motivation letter. This way, you can confidently respond to interesting job opportunities!

Due to your newly gained insights in this phase, we regularly experience that the cv and the content of your motivation letter will change during the course of the process. We will, of course, take these insights into account in the second phase of your trajectory.

Career funnel and job profiling

In addition to what you have to offer in the labor market, this phase is about defining "what exactly do I want?" and "how do I present myself in the labor market in an authentic way?" Carrièrepoort has developed the Career funnel for this purpose. Step by step, the job profile is mapped from a meta view (which industry/sector) to a detailed description. You can read more about this in the infographic on the right.

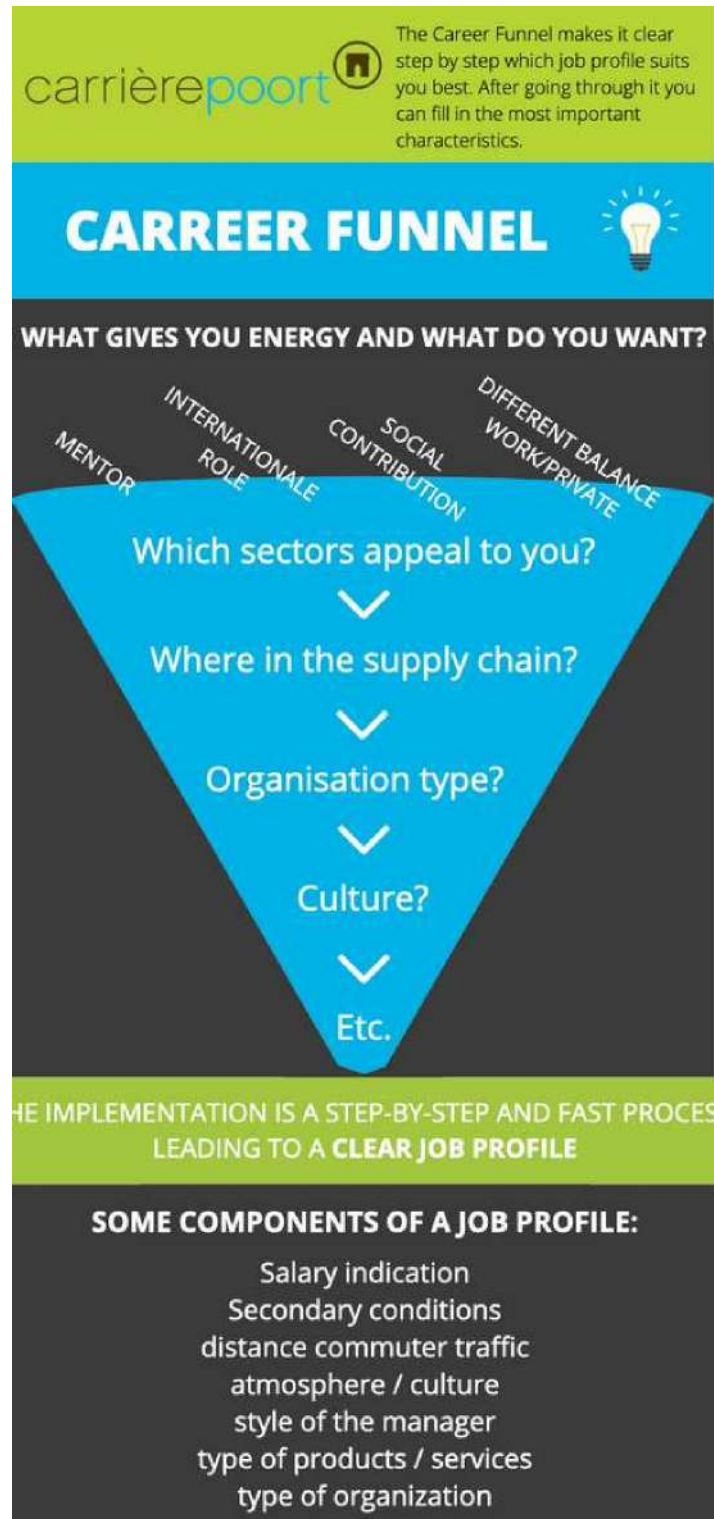
Job profile

The last step of the Career Funnel is a job profile. It consists of at least 12 variables, including your desired salary, work distance, competencies, and skills. The job profile is also your work document for an elevator pitch, cv, cover letter and for the content of your LinkedIn profile.

Access to JobDigger

You have access to Jobdigger throughout your entire process. It is our user-friendly and complete online vacancy search system. You receive suitable vacancies in your mailbox on a regular basis. The benefits are twofold:

- Ease of use: no more searching in the approximately 1 60 vacancy databases in the Netherlands.
- Broadening through extra job opportunities: an online job hunter provides a personal explanation about the system and designs a search profile together with you. The jobhunter also searches for you and offers extra job opportunities and tips.



Outplacement

phase

2:

Vitalize your application
knowledge and approach



In phase 2, we continue the process with study and guidance around the application process. This module is about learning how to present yourself during job interviews and network sessions. It means that you will work on several areas:

Individual application course

This is where you revitalize your knowledge of the application process nowadays, working on an appealing cv, cover letter and LinkedIn profile. We will also simulate job interviews. You'll be well prepared for any question from a recruiter!

Create your own sales plan

Questions to answer in such a sales plan:

- Labor market orientation: where to find interesting vacancies in my region?
- In which media am I going to post my cv?
- How do I increase my visibility?
- LinkedIn profiling: what recruiters would I like to attract?
- Where am I going to network, and how do I do that?
- How to practice network conversation?

Create job opportunities yourself

Many job seekers only respond to vacancies or calls from a recruiter or recruitment agency. However, more opportunities arise if you work proactively, for example, by approaching organizations yourself. Therefore, we provide you with practical tools and tips.

In phase 3, we focus on finding your new job. Of course, this is what it's all about! We support you in many ways, in order to be well prepared and aligned with the right vacancies:

- You can find them yourself in mainstream job databases, Indeed and LinkedIn;
- The coach and Carriérepoort provide vacancies (if applicable*).

Outplacement phase 3:

Get your new job!



- Based on your search profile, our extensive vacancy search system "Jobdigger," you will receive regularly new vacancies in your mailbox.

With this approach, your job opportunities will increase dramatically: more than 9 in 10 people successfully get a job within 3 to 5 months.



*If applicable. Of course, we cannot guarantee that there will be suitable jobs during your search.



Carriérepoort offers complete guidance towards Entrepreneurship. You'll be supported by our trained entrepreneur coaches. The total duration is 6 months, including the entrepreneur assessment. After the assessment, you can decide to continue or to step back in the regular outplacement trajectory. The structure is as follows:

Entrepreneur assessment: E-scan

It is a short and intensive tool in which you perform an entrepreneur test and design a quick scan of your entrepreneurial idea. We provide Go/No-go advice with regard to your entrepreneurial skills through a clear report.

After positive advice by the entrepreneur coach about the feasibility of your entrepreneurial idea and entrepreneurial qualities, the process looks like this:

Orientation (before the start of your organisation)

Professional support and templates leading to a solid business plan and a solid basis for, for example, IJWV starter period or for a credit check.

Improving and enhancing entrepreneurial skills and knowledge is also an important subject.





Guidance and E-advice (after the start of your organisation)

The entrepreneur coach mainly acts as your advisor and motivator. The topics include sales improvement, analysis of your results. And, not to forget, the "emotional" rollercoaster you might step into as a fresh entrepreneur.

We are a nationwide agency with 12 (career)coaches. Our core business is to support employees and employers with topics regarding labor mobility. We can be considered as a top-10 player within the outplacement market, with a success score of 92%. Annually, we support hundreds of employees in outplacement and other career guidance. Some of our respected customers include:

TRADE

MARK

Heineken

HALLIBURTON

VolkerWessels





DANONeHEWLETT
ONE PLANET. ONE HEALTHPACKARD



CBRE