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## Career Fitness™

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Are you looking for options for people who may require career advice during times of change? Or are you looking for a change of career for yourself?

We have 20 years of experience in the career management field and have both experienced consultants and a comprehensive set of tools and materials, to assist individuals to make wise career choices.

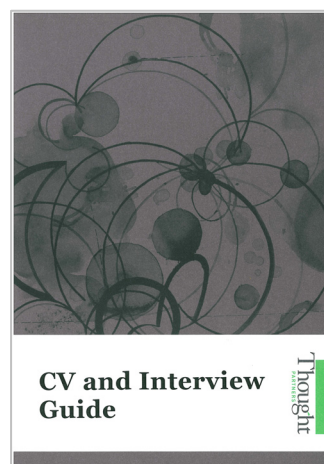
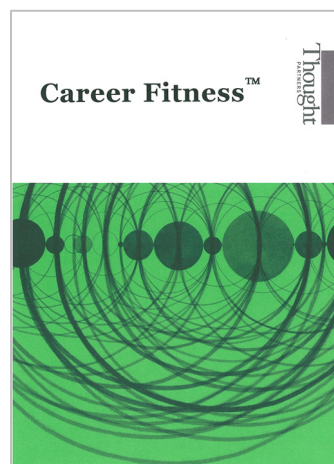
### What is Career Fitness™?

In work, as in sport or fitness, there's nothing quite as effective as a personal trainer. Our Career Fitness™ programme uses materials that have been adapted for use in New Zealand, or have been developed here, and are 'tried and true' in the NZ context. It includes a series of five to six working sessions with one of our career consultants and two workbooks. It's 1:1 discussion, face-to-face, as we believe this is essential for reflection and challenge – both important when considering change in career direction or focus.

### Who is Career Fitness™ for?

Anyone looking for assistance with assessing career options & direction, development opportunities and clarity on the "where to from here?" dilemma. We have worked with individuals and organisations, from students to people approaching retirement, whether facing big-picture challenges, assessing specific opportunities or dealing with restructures. We can tailor the focus of the coaching to your specific needs so talk to us about your personal challenges and how we can help.

We have two menus to choose from.





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## Option 1: Career Fitness™ Package

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A comprehensive package to meet organisation requirements to support staff during times of restructure and change or to develop and retain talent.

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### **Warm-up – 1 hour**

All good workouts start with an assessment. The package starts with a needs assessment and identification of expectations of the coaching relationship. The 'fit' with each other is also discussed. To help get you started, we provide a workbook containing thought-provoking exercises to work through.

### **Workout – Two 1.5 hour sessions**

These intensive 1:1 sessions with a career consultant provide the opportunity to fully explore:

- Your purpose, vision & values
- Interests, motivations and skills
- Work preferences, competencies and feedback
- Environment & Organisation analysis
- Possible career direction & development opportunities
- Effective goal setting and development of action plans

Our Career Fitness™ workbook underpins this discussion and provides tools and resources that support meaningful discussion and exploration of possibilities. The individual sets the pace and the agenda, and the career consultant provides a range of activities, tools, good questions and thought-provoking ideas. The workout is based on the information identified using the workbook, during and between sessions.

### **CV & Interview Preparation – Three hours, phased to suit**

CV sessions focus on the practicalities of developing an effective CV, which often includes critiquing an existing CV and targeting it for a specific application. We provide advice, tips, frameworks/templates and practical suggestions. We also cover the basics of networking and self-marketing, creative job-hunting and writing powerful cover letters.



Interview Coaching includes how to market yourself, the “do & don’t” of successful interviews, confidence boosters, effective techniques and avoiding pitfalls, and handling job negotiations. These sessions are suitable for people wanting a career change, through to people preparing for organisational restructures or promotion opportunities. Practice interviews improve confidence and technique and have resulted in much client success!

We have a second Workbook which is used for these sessions.

### **Investment**

The full Career Fitness™ Package is \$2,600 plus GST per person.

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## Option 2: “Pick and Mix” Career Coaching

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A “pick and mix” option for individuals who may only want, or need, some of the offerings.

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You may require some coaching in advance of an interview, or your CV refreshed prior to applying for that great position you’ve always wanted. Perhaps the comprehensive package is not for you, or doesn’t fit your budget...

We offer 1:1 coaching using the Career Fitness materials (as detailed above) to meet your needs and your budget – these coaching sessions are provided at \$250 per hour and the workbooks are \$50 each (plus GST).

### **For more information please contact Thought Partners Ltd**

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