



## Clearview Minds

Think Different Be Different

### Employability Programmes

Clearview Minds provides a range of workshops as well as individual career coaching sessions to support individuals make that successful transition into the world of work or provide that support to make that career transition after redundancy. Our team are carefully selected and come from a variety of industries, bringing their recruitment, management and coaching experience to the classroom. As a team integrity, adding value and making a positive difference to the clients we work with is highly important. We work with clients to provide bespoke courses, catering for the different nuances of various industries as well as delivering courses typically associated with employability and career transition.

#### Topics covered in the programme:

The perfect cv	Presentation Skills
Interview preparation	Managing Finance
Linked in	Start your own business
Job search productivity	Career strategy and planning
Application Success	Your first 90 days in your new job
Marketing your skills	Dress Sense and Confidence
The video cv	Finding job opportunities
Communication and presentation skills	Teamwork and interview STAR questions
Understanding competencies	

#### How do we make it work?

On engagement, our strategy is to:

- Establish a strong communications platform with our clients
- Operate within an action learning culture, promoting excellence at all times
- Set up agreements at the start of the programme with each individual, each individual is accountable and will be given regular feedback
- Provide a range of information in various formats to reflect on the different learning styles
- Challenge and coach individuals to realise their potential whilst dissipating limiting beliefs
- Allocate a dedicated Career Coach to each participant for the duration of the programme
- Review and evaluate all delivery criteria and feedback quality statistics
- Develop new material to meet with differing trends in industry

For more information contact [info@clearviewminds.com](mailto:info@clearviewminds.com) or talk to us at our offices below.