



## Back to Work Program Outline

**PRE- WORK:** Completion of questionnaire (understanding your background and objectives)

**SESSION 1:** 2-hour group session - *What do I want to do?*

- Understand your motivations, skills and boundaries in relation to work.
- Determine key factors in finding a job that suits your personal circumstances
- Understand the difference between a career, a passion and a hobby.
- What are the networks that will help?
- Understand your next steps.

**SESSION 2:** 2-hour group session - *How do I find what I want?*

- What factors are helping/hindering you in the search for work?
- Define the skills you have vs the skills you need.
- Networking understanding what it is and how to use it.
- Review of your CV and covering letters
- Review of your interviewing skills

**PERSONAL COACHING SESSIONS:**

Individual, phone or FaceTime based 1 hour coaching session. Can be held any time within one month of the program end date at a mutually convenient time.

**DATES:** Two 2 hour sessions which are 2 weeks apart.  
See <https://www.backtoworkhk.com> for next program dates

**TIMES:** 10:00am-12:00pm in Central

**COST:** Total investment of HK\$3800

Note: the program has a maximum of four participants and private programs are available on request.

Contact us now at [admin@backtoworkhk.com](mailto:admin@backtoworkhk.com) to arrange a complimentary call to work out how we can help you to get back to work.