

Back to Work Hong Kong 2015 program

Program Outline

Pre work – completion of questionnaire (understanding your background and objectives)

Session 1 – Two 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 – Two 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 letter(s).
- ❖ Review of your interviewing skills

Personal coaching sessions

Individual phone or FaceTime/Skype based coaching – 1 hour which can be split into two 30 minute sessions. Can be held any time within one month of the program start date at a mutually convenient time.

Date, cost & location

Dates: Two dates within one month, two weeks apart. See www.backtoworkhk.com or www.facebook.com/BacktoworkHongKong for current dates.

Two Hour Group sessions – 9.00-12.00pm. Meeting room, Platform co working & events, Level 1, 120 Connaught Rd West, Sai Ying Pun, Hong Kong (enter through Open Door café)

Total investment : HK\$4000

Note: the program has a minimum of two participants and a maximum of four.