



Creating Your Own Career Success

Why Attend This Program?

In today's rapidly changing business environment the most successful employees understand that they need to accept personal responsibility for their own development and productivity. They know that they must demonstrate their value to the organization on a daily basis. They recognize that they alone are accountable for building the skills, knowledge, experiences, and relationships that make them increasingly successful, valuable, and marketable within the organization. And they realize that taking advantage of the opportunities to grow, learn, and develop on the job is their ticket to achieving their own professional goals while helping their companies succeed.

Who Needs To Attend?

Individual contributors – especially those employees that your company is eager to retain and develop.

What Will They Learn?

After completing this course, participants will be able to:

- Understand that they are responsible for driving their own professional and career development.
- Identify their most important personal and professional values.
- Identify the skills, special knowledge, and attitudes that make them a valuable employee.
- Use the PAR model – problem, action, results – to develop powerful statements of accomplishment.
- Articulate their goals and capabilities in a concise and compelling “elevator speech.”
- Initiate powerful career development coaching conversations with prospective mentors.

What Materials Will I Get?

A detailed [Creating Your Own Career Success](#) workbook with articles outlining key principles and practices, real-world examples, skill models, activities, and role plays.

A comprehensive Trainer's Kit which includes everything a facilitator needs to deliver the program. This easy-to-use guide features complete, step-by-step directions for presenting the workshop and conducting the learning activities, along with key content points and suggested responses to questions and activities. It also includes a PowerPoint presentation, all necessary handout materials, and a special section of Trainer's Effectiveness Notes presenting state-of-the art adult learning and delivery techniques.

How Long Is The Program?

The program includes a complete day of learning activities. You can deliver the program as a single workshop or as a series of shorter modules.

How Do I Get More Information?

Please contact Kerry Weiner Elkind at 415-876-8401 or kerry@elkindgroup.com.