

TERMS OF SERVICE

Thank you so much for deciding to join the Find my Career Direction and Focus my Job Search course with My Professional Hat.

To get the most out of this online course, it is important we share an understanding about how we will work together.

SESSIONS

We will work together with the following commitment:

Two group workshops

- On two dates: 3rd February and 10th February there will be an online workshop, each lasting 2 ½ hours with presentations, individual and group work.

Facebook group

- You will be added to a Facebook group for five weeks so that you have access to others going through the same programme. I will be in there to upload resources, answer questions to do with the course content and interview recent graduates who have secured jobs.

1-2-1 Coaching session

- Each course participant will have one 45 minute 1-2-1 online coaching session with me, between 15th and 18th February, to take stock of your learnings, focus your career search and agree action plans.

In addition to the sessions I will provide workbooks and resources so that you can complete actions between sessions and make regular progress to identifying suitable career options and getting focus for your job search.

I will bring myself free from distractions to every session. I respectfully ask that you also bring yourself to the sessions free from any distractions.

PAYMENT

Payment will be made at a one off cost of £275.

The payments are non-refundable.

RELATIONSHIP

- We are entering into a coaching and training relationship and there is not, or will there ever be, any kind of psychological counselling.

MISUNDERSTANDINGS

- An important part of the coaching relationship is the coach's role in challenging you and encouraging the client to push themselves. If I do or say anything that upsets you please do let me know. I want to provide you with the support you need and believe that honesty and trust is critical for our relationship to grow. I want this to be an open and safe place for you to come with confidence.

GUARANTEES

You recognize that I will always have your best interests at heart and that with hard work and an open mind you can make effective progress towards your goals. However, as with anything in life, there are no guarantees and your success is dependent upon your mindset and effort outside of the workshops and 1-2-1 coaching session as well. I give you the structure and tools to get clarity, focus and confidence but you need to be motivated and have the momentum to move forward.

CONFIDENTIALITY

- You recognize that in the course of our work together you may divulge goals, future plans, personal and private information. I will not at any time, either directly or indirectly, voluntarily use any such information for my own benefit or disclose it to a third party.
- All materials are for your use only and must not be shared with friends, family or on social media.