



Balancing Family and Career

A 9-Day Intensive Return-To-Work Program

This intensive program can be held on **a weekly basis during school terms or as an intensive 2-3 week training program**. The idea of this program is to create motivated, inspired and totally job ready candidates for your service to quickly place into employment at the conclusion of the program.

Modules Include:

- ✓ Exploring the benefits and issues in returning to work
- ✓ Centrelink Benefits and Employment Income
- ✓ Super Parent—You're a Star! (Skills Inventory)
- ✓ Family Vs Work - Work Life Balance Strategies
- ✓ Child Care - Issues, options and funding available
- ✓ Job Search Basics - Resumes for return to work parents
- ✓ Ideal Job vs Suitable job– Identifying work options
- ✓ Job Search Basics - Utilizing the internet for Job Search
- ✓ Reducing absenteeism due to family responsibilities
- ✓ Job Search Basics - Job Sourcing
- ✓ Employment options - exploring employment alternatives and 'outside of the box' options
- ✓ Job Search Basics - Job Applications and Selection Criteria
- ✓ Goal Setting - Establishing and reaching personal and career goals
- ✓ Looking and feeling good - Personal and interview presentation
- ✓ Job Search Basics - The perfect Job Interview
- ✓ Job Search Basics - Self Marketing Activity
- ✓ Interview Wardrobe consultation and shopping
- ✓ Motivational workshop - looking after yourself and loving your life
- ✓ Job Interview role play
- ✓ Summary - putting it all together



Other inclusions

- ✓ **Action Plans followed up throughout program**
- ✓ **Up to \$100 worth of interview clothing**
- ✓ **Up to \$50 in hair styling**
- ✓ **Up to \$50 in make-up for work and job interviews**
- ✓ **Written report on each participant**

Cost:

\$1500 (+GST) per participant
Minimum 10
Rolling starts acceptable

Contact us for more information!

1300 764 828 or email at enquiries@worksavvyparents.com.au

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