



# Transition Masters

Developing Job Search Presentation Skills

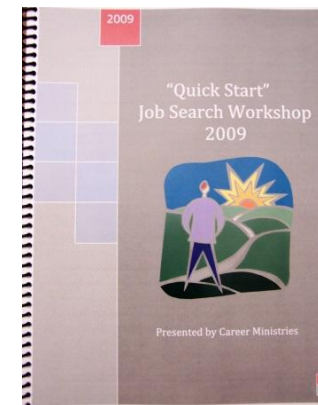
## **ORIENTATION**

# Program Orientation

- People helping people who are in work transition.
- We develop job search presentation skills by integrating the presentation aspects of job search with the speech development formats used by Toastmasters International.
- Our goal is to help participants become more confident in their ability to present themselves during job search.

# Job Search Competencies

- 1. Inner Game of Job Search
- 2. ID Skills
- 3. Defining Your Work
- 4. Personal Marketing
- 5. Target Market Companies
- 6. Social Media Management
- 7. Cover Letters, Resumes, Profiles
- 8. Work Samples & Portfolios
- 9. Job Search Strategies
- 10. Job Search Action Plans
- 11. Job Networking
- 12. Agencies, Recruiters
- 13. Job Applications
- 14. Mastering The Interview
- 15. Compensation Negotiation



# What Need Do We Serve?

November 2014 article from Forbes Magazine :

## ▣ Top 5 Reasons Why Job Hunters Are Not Being Hired!

▣ Overall reason: Due to the way candidates present themselves, and how they perform during interviews

1. They don't stand out from other candidates. (67%)
2. They don't explain how their experience is a good fit for the job opening. (64%)
3. They don't show enough interest and excitement (particularly older candidates). (56%)
4. They focus too much on what they want, instead of on what the interviewer is saying. (54%)
5. They believe they can "wing it" without enough preparation. (53%)

# What Need Do We Serve?

**“The best person for the job is frequently not the one who is hired. The best presenter more often gets the nod.”**

Lou Adler

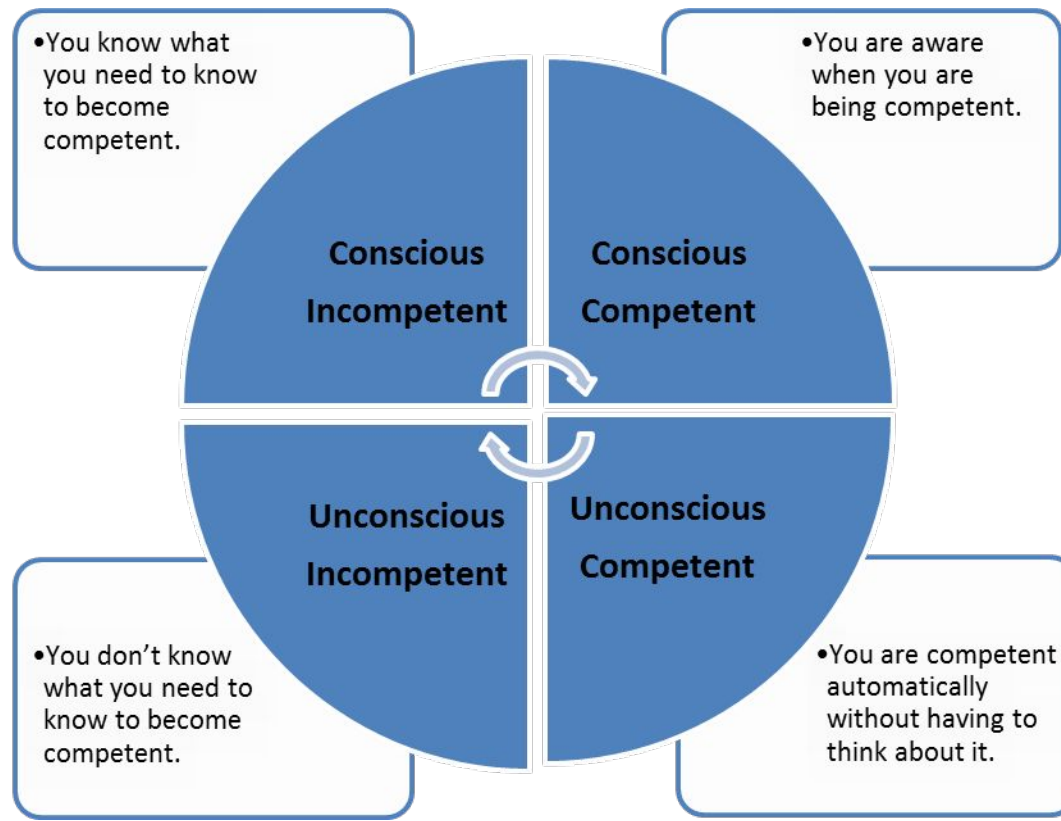
Author, *Hiring and Getting Hired*

# What Difference Will We Make?

1. Improve confidence in articulating your value to employers
2. Confidence in handling interviews
3. Reduced stress during presentations
4. Knowledge of the latest job search techniques
5. Reduced number of interviews before accepting and offer of employment

# Why We Make A Difference

## The Interview Competency/Confidence Model



**Multiple Sessions?**

# Two Aspects of Job Search

1. Knowledge



2. Execution (action)





# What We Expect From Participants

1. Let us know if you decide to drop out of the program or have to miss a meeting.
2. Let us know if you land a job so that we can celebrate your success! Tell us the process you used to find your job so the others can learn from your achievement (in person at a meeting or at least via email).
3. Respect, confidentiality, and a helping attitude for all.

# Meet Your Coaches!

- Frank Shea – Lead Coach
- Ray Quinones
- Greg Morgan



# Employment - Unemployment Cycle



# Skills Assessment - Alignment

- Circle skills you know you have
- Check mark beside the top three skills
  
- You will use these:
  - When targeting companies
  - On your resume
  - In your interview

# Targeting Employers

1. Take your list of skills
2. Go to a job search board (Indeed, CareerBuilder, Monster, etc.)
3. Enter each skill, separated by a coma, into the job search title box.
4. Select your geographical area
5. Hit enter.
6. Their search engine will search the database for every company that hires people with your skills!

Thank You for  
Participating!

