

Career Transition & Outplacement Services

Having to make the position of an employee redundant is often a difficult and emotional experience for both the employee concerned and the employer. Downsizing, corporate restructures, job re-designs and company takeovers and mergers often result in workers' positions becoming redundant.

In response to these events, Career Transition and Outplacement Services are designed to provide a framework for "best practice" redundancy management. At the same time, they also provide a safety net for employees post redundancy.

PsychWorks Partnership's framework consists of assistance for both the employer in formulating a process and strategy for redundancy and practical assistance for the employees at the time of redundancy. Career Transition services are also available for employees who are offered voluntary redundancies where the organisation is attempting to reduce staff through natural attrition or incentives to leave.



Why offer services to employees who are leaving?

In some cases employee representatives such as Unions will negotiate Career Transition services as part of an overall redundancy package to employees, however there are more compelling reasons for employers to offer such services including:

- Sending a message to both retained and redundant employees that the organisation does take its responsibilities to employees seriously.
- It recognises the contributions that employees have made to the business while employed there.
- It can minimise any legal repercussions by helping former employees look forward rather than look backward for redress.
- In regional areas, it is even more important that the organisation is held in high regard and preserves its corporate reputation. These services demonstrate to the community and customers the way an organisation "lives out its values" in such circumstances.
- Career Transition offers a professional, structured and pragmatic approach to redundancy.

Which employees should receive the service?

All employees of an organisation should be entitled to redundancy assistance. It should be provided irrespective of the employee's grade or position within a business. Our Career Transition & Outplacement programs are designed for people from shop floor to C.E.O.

"We deliver effective redundancy programs that ease the worry for both the employer and employee"

Getting it right!

It's so important that employee redundancies are handed professionally, precisely and with dignity. Much of an individual's ability to move on following redundancy is linked to the way in which the "news" is delivered to them and how they feel about their ex-employer. Line manager briefings are therefore the first point to cover off in the process of redundancy. These briefings include how to deliver news of redundancy to an individual, what reactions and questions to expect from the individual, and how to respond appropriately to them. We consult with your business to lay the foundations for a smooth process prior to the redundancy announcement.

“Career Transition and Outplacement Services help employees facing redundancy to leave your organisation with dignity and the necessary skills to find their way forward”



What's in an Outplacement Program?

- Individual counselling, assessment and coaching through transition.
- Dealing with the effects of redundancy including emotional adjustment, managing change and dealing with stress. How to stay motivated and positive, setting goals and time management during the job search process.
- Assessing career options, individual strengths and areas for skill or personal development including re-training.
- Developing a career transition strategy including job/career options and self-marketing strategy.
- Managing expectations and rejection in the job search process .
- Group and individual assistance with developing a resume to market to potential employers and agencies.
- How to assess and respond to government and non-government advertisements .
- Accessing the hidden job market.
- Networking and self-marketing skills. What works, what doesn't!
- Enhancing interview performance including preparing for structured (competency) and unstructured interviews.
- How to maximise your chances with recruitment firms/ labour hire agencies.
- Negotiating a job offer.
- Reviewing small business options..
- Financial management (specialist Financial Planning advice).
- Accessing Government Benefits if necessary (Centrelink referral advice).

We run group workshops over one or two days as well as individually delivered programs. PsychWorks Partnership can coordinate and incorporate other specialist agencies into presentations during these workshops.

All group and individual sessions are tailored and "pitched" to either job specific categories or ability levels eg; trade, professional, technical to ensure relevance to the participant.

We link employees into appropriate agencies, labour hire groups or recruitment firms to register for work.

Experience Counts

PsychWorks Partnership has been involved in a number of major redundancy programs. Here are a few examples of our recent work.

Technology upgrade – Major regional manufacturing organisation

PsychWorks Partnership was called on to provide Career Transition and Outplacement services to a major manufacturing business located in the Hunter Valley. Our brief was to assist its displaced workers as part of both a voluntary and involuntary redundancy program affecting some 70 people. The company was upgrading technology in one of its divisions resulting in the requirement for Outplacement services. Positions were progressively phased out over a 2 year period.

Our input involved

- Planning the redundancy announcement.
- Line manager training in dealing with affected workers.
- “On the day of announcement ” counselling assistance for affected workers and their colleagues.
- Job skills training for workers leaving the plant. and
- Preparation of training plans for the departing workers.

We delivered a number of change management and job search workshops to the employees, and in the initial stages consulted on a legally defensible and equitable selection process for selecting the workers they retained.

PsychWorks Partnership was credited by the company as delivering a “best practice Outplacement program” to its affected employees and in winning the trust and respect of the company’s management team and displaced workers alike.

This project involved engaging and project managing a range of other providers such as financial planners, Centrelink, small business advisors and training organisations that assisted with the overall Outplacement program. The displaced workers have gone on to new career paths, establishing their own business or getting back into similar work elsewhere.

Outsourcing of a maintenance function – Heavy industry

Recently one of clients, a large heavy industry manufacturer, began the process of outsourcing its maintenance function resulting in the loss of some 60 trade and administrative positions to be phased out over a 12 month period following announcement. Our firm was asked to develop an Outplacement program for the affected tradespeople and ancillary staff.

We delivered counselling services, group workshops on managing change and jobsearch skills together with assisting affected workers with re-training and re-skilling ideas and plans.

We established an “on-site” presence to assist individuals in refining the career plans, resumes and interview skills with minimal disruption to the plant’s operation prior to the workers leaving.

For some employees leaving, we assisted in pulling together business plans and developing their ideas for small business consultancies or trade related businesses. This project enabled these employees a relatively smooth transition from their existing positions to new jobs and career paths.



Like to know more?

For more information on how PsychWorks Partnership can assist you in managing a smooth redundancy program call us on (02) 49 332 364 or email us at contact@psychworks.com.au