

'This job now' Coaching

With Learning Guide Dr Ann Villiers, *Mental Nutritionist*®

- ✓ Do you have a job opportunity right now and need support with your preparations?
- ✓ Do you know that your applications and resume aren't selling you well yet you are unsure about how you can make them better?
- ✓ Are you concerned you are missing the mark at interviews and want to hone your skills so you can put your best case?
- ✓ Are you prepared to commit to the work that needs to be done to make the most of 'This job now'?

If you answered YES then '**This job now' Coaching** may be a wise choice.

This coaching format is designed for people who are:

- Applying for a public service job.
- Looking for more than just minor ways to refine their application and interview preparation. You are serious about making significant changes to the way you write and speak.
- Wanting a package approach rather than a time-based approach to support.

The alternative is to use my Selection Criteria Review Service and/or my Interview Coaching. Both of these work on an hourly basis. They are useful for people who know specifically what they want from these services and generally want to refine and strengthen what they are doing.

'**This job now' Coaching** is for people who need more than this, who wish to make multiple requests over the course of their preparations for the application, the interview, and post-interview and who want a fixed price up front.

'**This job now' Coaching** offers:

Selection Criteria Review Service: both writing mechanics (proof reading) and writing style, with multiple revisions. (Please note I do not write the application for you.)

Interview Coaching: guidance with preparations, managing nerves, question analysis, preparation and practice. (conducted by phone and email.)

Post-interview: analysis of how the interview went, question responses, panel feedback.

What do you do next?

Your total investment for **'This job now' Coaching** is \$450.00 (GST incl.) plus phone calls. You pay 50% up front and 50% on completion.

Please provide job specifications, your resume and statement to selection criteria by email, with sufficient time before the due date to make changes. Or, if you are preparing for a job that hasn't yet been advertised, send your resume and statement with details of the level and type of job.

'This job now' Coaching Registration

Yes I would like to register for **'This job now' Coaching** and agree to pay the fee of \$450.00, with 50% (\$225.00) paid on registration and 50% on completion, within 5 days of receipt of a tax invoice.

Name:		Position:	
Organisation:			
Postal Address:		Postcode	
Phone:	Fax:	Email:	
Payment type:	Cheque []	Visa []	Mastercard [] *Direct transfer []
Card No:	/	/	/ / Expire date: /
Name on card:		Signature:	
Date:			

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Cheques made payable
to: *Mental Nutrition*
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