

Guidelines for Availing Career Coaching Service

With each passing decade there is a shift in how we think and plan about our career. Previous generations focused more on gaining financial security and had limited number of career opportunities. As the world is evolving and becoming more technology driven we have witnessed a boom in career opportunities (robotics, artificial intelligence, data science, crypto currency, web designing and so on) existing in the world. Younger generations are seeking for careers which are not only satisfying their financial needs but also which they can enjoy. Because of the abundance of information and resources available online choosing the right career is not an easy task. A career coach is trained in assessing student's personality, interests, aptitude, orientation and emotional quotient which play an integral part while making career decision.

Objective-

- ✓ Building awareness in students on which stream suits them the best, which career would suit them the best
- ✓ Creating a road map to reach the ultimate career destination
- ✓ Building life skills to ace college interviews, profile building and so on.
- ✓ Bridging the gap between the parents and students while making career choices

Keeping this agenda in mind, St. Arnold's School is offering career coaching as part of school services.

Who can avail career coaching service?

- ✓ Students studying in standard 10, 11 and 12

Who will be providing career coaching service?

- ✓ School Guidance Counsellor (Certified Career Coach, Mindler in Affiliation with NCDA, CDA, USA)

What is included in Career Coaching Service?

- ✓ 5 dimensional AI based career assessment (Orientation, Interests, Personality, Aptitude, Emotional Quotient) and interpretation
- ✓ Stream Selection
- ✓ Career/College Selection & Road Map Planning
- ✓ 3 individual career coaching sessions along with parents
- ✓ Student Dashboard which will have all the resources- Colleges, Courses, Entrance Exams, Career Library, Career Blog, Road Map and 32 page career assessment report

- ✓ Coaching will be provided on- Profile Building, Entrance Exam Preparation Tips, Goal Setting Assistance, Interview Preparation Tips, Resume Writing, Life Skills Development.
- ✓ Unlimited support via email

Cost of the Career Assessment- 1000 INR (**NOTE-** Career coaching consultation is for free as it is a service provided by the school. We are only charging for the career assessment and student dashboard software we have bought which will assist in providing career coaching services.)

How to register for availing Career Coaching Service in school?

- ✓ Contact the school guidance counsellor/office department for making the payment for career assessment.
- ✓ Once the payment is made your name will be registered for career coaching.
- ✓ You will be given an appointment for a career coaching session (online/offline). On the given date you have to meet the school guidance counsellor in the presence of your parents. On the first consultation you will be provided student id, password and coupon code for taking the career assessment and signing up for student dashboard.
- ✓ After the assessment is administered the student will be called for follow up sessions. In the follow up sessions career assessment interpretation, goal setting, road map and personal growth will be covered. Parents are welcome to be a part of follow up sessions if the student and parents mutually agree.
- ✓ School guidance counsellor will be giving appointments for the three career coaching sessions.

NOTE- As the schools are closed due to the Pandemic career coaching service will be provided in online platform. Google Meet will be the mode of attending career coaching sessions. Google Meet link will be shared with the student before the scheduled appointment. If the student wants to postpone or prepone the appointment date or time they need to inform the school guidance counsellor at least before 24 hours.

How to make the Payment?

- You can pay in cash/card a sum of Rs. 1000.00 at the school accounts section.
- You can pay via UPI (Google Pay, PhonePe)
 - Account Name: Divine Word Educational Society Unit- St. Arnold's School
 - Account Number: 915020014423438
 - IFSC: UTIB0001067
- Online Payment Link:
<http://starnold.newgentechology.net/Payment/OnlineApplicationWM.aspx>

NOTE- After payment is done send a screenshot of the receipt to the counsellor.

Ethical Consideration- A written informed consent will be signed by the parents and the student before registering for the career coaching service. The consent form will enclose all the details such as role of career coach, role of student and parents in the coaching session, do's and don'ts in coaching relationship and termination/referral.

Feedback- At the end of coaching agreement the student and parent have to mandatorily fill the feedback form in order to improve the service offered.

For Further Queries Contact:

Monalisa Kujur, School Guidance Counsellor, Career Coach

Contact number- 9439090302

Email id- monalisa.kujur@starnoldschool.in

Working Time- 8am to 2pm