



Foundational Career Coach Skills Training

- Get access to new tools and data to help job seekers find better-paying jobs.
- Help people to identify their transferable skills and move into open roles in a new field.
- Learn techniques to help people overcome barriers that impact their ability to find work.
- Gain insights into today's job market and the changing world of work.
- Discover new tools and tactics that can lead to more successful outcomes for job seekers.

Why focus on skills?

Helping job seekers to identify in-demand skills they've gained from their past experience, and how to articulate those skills to employers, can lead to new job opportunities.

Combined with a human-centered approach, this can lead to more successful outcomes and long-term success for job seekers.



LinkedIn saw a 21% increase in employers listing skills, not qualifications, in the past year.

Why take this course?

This course was developed by the Markle Foundation and the Rework America Alliance with input from many members of the coaching and workforce community.

This includes: Lightcast, the Federal Reserve Bank of Atlanta, International Society of Technology in Education (ISTE), McKinsey & Company, Ripp Leadership, SkillRise, and Third Space Action Lab.



As with all resources from the Rework America Alliance, these courses are available free of charge.

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Course Overview

Short, self-paced courses take 30 to 90 minutes to complete and can be taken in any combination, from single courses to the full training series. With almost twenty hours of training available, there are plenty of opportunities to gain continuing education credits.



Learn more:

<https://markle.org/career-coach-skills-training/>

Skills-Based Coaching

You will learn:

- How to help job seekers identify opportunities they otherwise may feel they are not qualified for based on experience and credentials, by focusing on the skills they have and those needed for the job they want.
- How to use job market data to identify non-linear career opportunities which are achievable based on the skills they hold or could learn, and the options available to gain new skills.
- How to coach clients on how to articulate their skills in a resume and during an interview.

Human-Centered Coaching

You will learn:

- How to embed human-centered coaching skills into daily practice to better support clients.
- How to build a relationship with your client that provides more insight into their needs.
- How to empower your clients to consciously choose how they change or advance their career path.

Effective and Equitable Career Navigation

You will learn:

- How to identify the impact of racial inequity.
- The significance of personal barriers and challenges to someone during their job search.
- What tools and strategies can be used to mitigate barriers caused by biases and inequality.
- What you can do as a career coach to help people navigate the benefits cliff.
- How to leverage labor market information to help job seekers find employment as well as provide them with an overview of the different types of data.

Skills for Navigating a Digital World

You will learn:

- How to adeptly navigate the digital environment.
- How to use digital resources and tools when assisting clients.
- How to build the skills needed to help clients overcome digital literacy barriers in their job search.