# Conservatoire national des arts et métiers

## **USII26 - Career Development and Coaching**

### Présentation

### Prérequis

- · Bachelor's Degree holder or equivalent
- 3 years of professional experience
- Proficiency in English: (TOEFL IBT 90 or IELTS: 6.5 or TOEIC 800)

### Objectifs pédagogiques

CNAM MBA values its students and is invested in their career success. Its goal is to empower its students so that they may manage and advance their career to meet their professional and personal objectives.

CNAM MBA offers a variety of services for student engagement, from conferences, professional development workshops to individual career coaching. These resources are available to help its students take meaningful ownership of their professional development.

Supporting MBA students in managing their Career is essential. The Career Management and Coaching Program will help them make better, more satisfying career and personal decisions. It will help them understand themselves more deeply, improve their self-confidence, determine their career objective and develop an action plan (write an effective resume and cover letter/sales brochure or promotional leaflet, review the demands of job offers/look up for assignments more rigorously and prepare for interviews).

CNAM MBA Career coaches are committed to supporting and assisting the self management of its MBA students' career and enhancing their personal and professional development. This program is part of the curriculum.

## Compétences

At the end of this career coaching support, MBA students will be more aware of their talents and operating mode, be equipped with efficient assignment/job search skills and techniques aligned with their strategy and the job market and ultimately be able to value themselves.

They will have analyzed their professional experience, have identified their core values and motivations and will have determined their career objective.

They will know how to write an effective resume/promotional leaflet.

They will know how to present their achievements and specificities and write a personal and attractive cover letter.

They will know how to make a short presentation of their professional experience/competitive advantage using a guideline.

In a word, their professional project will be consistent both with themselves and as a whole and they will know how to market themselves efficiently.

## Programme

### Contenu

Career coaches work with students in workshops and individually to help them through a detailed self-assessment program which leads to the development of a Personal Career Plan, a guiding strategy for defining and achieving career objectives.

#### Workshops

Once per month

Individual coaching



Code: USII26

Unité spécifique de type cours 3 crédits

#### Responsabilité nationale :

EPN15 - Stratégies / Jean-Michel RAICOVITCH

#### Contact national:

EPN15 Stratégie IIM - MBA 2 rue Conté 75003 Paris 01 40 27 26 36 Emmanuelle Rochefort

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One-on-one counseling from a career coach – two hours per student,

## Modalités de validation

- Contrôle continu
- Projet(s)