

# ENCORE CAREER TRANSITION TIMELINE

Career Coaching & Transition: 9 Milestones and Project Tasks

## 9 MONTH DURATION

## 9 MILESTONES AND PROJECT TASKS

### LAUNCH & FIRST 4 WEEKS

- > PERFORM NEEDS ANALYSIS of the Executive in Encore Career (EEC) called THE PLAN.  
This is Milestone #1.
- > REGISTER PROFESSIONAL DOCUMENTS with your F&A consultant.
- > OUTLINE A TWO-MONTH PLAN for project design, timeline and accountability measures.  
This is Milestone #2.

### MONTHS 2 & 3 NEXT 8 WEEKS (AND ONGOING)

- > PARTICIPATE IN CALLS held bi-monthly for one hour and complete assigned homework every 14 days.
- > CREATE A DATABASE that includes 100 target companies/individuals and five cities identified by EEC and F&A. (F&A will provide key influencer identification, including contact information.)  
This is Milestone #3.
- > CRAFT A NEW RESUME and update the EEC LinkedIn profile and SME documents.  
This is Milestone #4.
- > DEVELOP A CAREER MAP addressing career development, management and coaching. Pursue traditional and entrepreneurial paths. This process could include a personality assessment or a Ph.D. evaluation (if desired).  
This is Milestone #5.
- > DETERMINE CURRICULUM for a self-administered/hybrid Board Training and in-person training experience by city, by training entity.  
This is Milestone #6.
- > VET A BOARD REFERENCE LIST that is professional and polished, and work through interview strategies and negotiation philosophies.  
This is Milestone #7.

### MONTHS 4 & 5 CUMULATIVE 16 WEEKS

- > PARTICIPATE IN CALLS held bi-monthly for one hour and complete assigned homework outlined for EEC.
- > EVALUATE PROGRESS on the EEC's developing career and offer opportunities.  
This is Milestone #8.

### MONTHS 6, 7 & 8 CUMULATIVE 28 WEEKS

- > PARTICIPATE IN CALLS held bi-monthly for one hour and complete assigned homework outlined for EEC.
- > EVALUATE PROGRESS on EEC's developing career and offer opportunities (C-suite, board seat, other).

### MONTH 9 PROJECT CONCLUSION

- > DEBRIEF ON OUTCOMES of learning, challenges and successes.  
This is Milestone #9.