



# Proposal

MacEwan Staff Association

March 20, 2024

## About GigifyWork

GigifyWork is a coaching and consulting company that specializes in improving the experience of work for everyone. We partner with leaders and their teams and provide them with the coaching, training, and support they need to build their team's capacity and foster a human-centric work environment where everyone can thrive.

## Background

MacEwan Staff Association approached GigifyWork for a series of lunch and learn webinars to support their members' career development. In today's swiftly evolving world, many staff members are feeling apprehensive about their future career prospects amidst rapid technological and socioeconomic changes. This uncertainty can understandably leave them feeling overwhelmed and unsure about their next steps.

Through this workshop series, we will provide a supportive environment where staff can gain the confidence and skills needed to regain control of their career journey. We will empower them with practical skills and strategies to support their on-going development and future-proof their careers.

## Proposed Approach

**Title:** Future-Proof Your Career: Career Hygiene Habit for Long-Term Success

**Time:** Three 50-minute lunch-and-learn workshops, scheduled over three weeks so staff can have the time to implement what they learn each week. We can also schedule weekly Q&A sessions in addition to the workshops so staff can bring their questions and get personalized support and learn from each other's experience.

**Delivery mode:** virtual, via Zoom. A link to the recording of the workshop will be provided and accessible for 30-60 days after the workshops.

### Learning outcomes:

#### Workshop 1: Taking Control of Your Career Development

- Shift from a reactive to a proactive mindset in career development.
- Recognize and address common fears and uncertainties associated with organizational and technological changes.
- Feel empowered and inspired to take control of their career growth and development.

#### Workshop 2: Tracking Accomplishments and Planning Development

- Learn how to track professional accomplishments and milestones.
- Develop their own development plan in alignment with personal interests, goals, and organizational or industry future directions.
- Explore ideas and resources to support ongoing skill development.

### Workshop 3: Building Confidence and Growing Networks

- Explore strategies for cultivating and nurturing a professional network to enhance career opportunities and growth.
- Practice communication skills and networking techniques to expand connections within and beyond the organization.
- Develop a personalized action plan for ongoing career growth, including strategies for continued learning, skill-building, and networking.

## Estimated Fees

### Option 1: \$CAD5000

- three 45-minute workshops, with limited time for Q&A during the workshops (5 minutes at the end).
- Links to the recordings of the workshops. Recordings will be accessible for up to 60 days after the workshops.

### Option 2: \$6500

- three 60-minute workshops, with more time for Q&A at the end.
- Links to the recordings of the workshop, including the Q&A sections. Recordings will be accessible for up to 60 days after the workshops.

## Our Working Agreements:

At GigifyWork we believe in transparency in how we work with our clients. This not only supports our own well-being, but also ensures that we can deliver the best service possible, which in turn supports our clients.

Below are the principles we follow so that we can bring our best selves to our work with you:

- 1) **We believe in flexibility.** No matter how well laid out plans can be, the world is dynamic and things may change. We approach our work with an open mind and a willingness to ask 'is this work serving its purpose as intended?' If the answer is no, we lean into finding a new path that does.
- 2) **We are typically available for meetings on Wednesdays and Fridays, 8am to 4pm, MST.** However, we can accommodate meetings outside of this time range with sufficient notice (ideally 1-2 week's notice).
- 3) **We value time to disconnect from work.** This may mean we won't respond to emails outside of our working hours and we also won't expect responses outside of our clients' working hours.
- 4) **We appreciate that life happens.** When it does, work must invariably flex with it. We will openly communicate about anything that may impact our ability to deliver on these services and welcome the same open dialogue with our clients.

