



Career Transition
&
Outplacement Services

Professional Career Transition & Outplacement Overview

About Waldron

Waldron was founded in Seattle, Washington in 1983 as a talent acquisition and high end career management firm providing full-service, customized consulting and coaching to client companies and their senior executives.

As workforce profiles and dynamics have evolved, we have expanded our services to align with the diverse needs of our clients. We help organizations acquire, develop, retain and transition human talent. Our talent management consulting services include career transition and outplacement at all levels, retirement readiness coaching, talent and organization development, executive coaching, and retained executive search services. Our passion is helping people and organizations realize their full potential.

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Employer Support Services

Waldron CPI approaches each client as a partner and values the working relationship that can allow a challenging event to be reflected on positively throughout the organization. Regardless of the number of employees affected, we provide valuable support to your leadership team and guide you through the challenging process.

Planning Support

Thoughtful and effective planning is key to the logistical effectiveness of any reduction in force. It is critical that the notification process is conducted in an efficient manner that treats each employee with respect and dignity. In addition to the interaction you have with your attorney, Waldron CPI will assist you= in planning the behavioral components of the reduction in force process.

Services available include:

- Development and deployment of the communication strategy and identification of messages to be communicated to impacted employees, remaining employees and the public.
- Review of services with union leadership/representation to ensure programs are tailored to the needs of their stakeholders and consistent with the union's agreement.
- Logistics planning including timing, location, and sequence of notification meetings, and aligning appropriate staff and consultant resource needs for each location.
- Clarification of manager, HR leader, and external consultant (outplacement, EAP) roles during notification process.

Manager Notification Training

Given the current climate of mergers, acquisitions, realignments, and downsizings, managers and supervisors must develop the skills to manage the notification process effectively. The notification interview should be done with both skill and compassion. Waldron CPI's Manager Notification Training is designed to give both a general understanding of the dynamics of the notification or separation process, as well as specific information on how to gracefully conduct the actual meeting. The training is an interactive workshop that includes role-playing, scripting to prepare managers, and all participants receive a printed guide customized with your unique messaging.



Personalized Approach Plus Global Reach

In an industry environment focused on efficiency and systemized service delivery, Waldron CPI holds firm to a contrary belief--we believe that investing in higher quality, personalized career transition services offers a better return. We believe that personal interactions with a professional career transition consultant benefit not just the employer and employee, but the greater community. Our clients have benefited greatly by this unique approach, whether reducing their legal risk and lowering their unemployment-related costs or enhancing their employer brand reputation and employee loyalty. In our view, these results create an enduring effect that pays off not just today, but toward our client's long-term success.

Waldron CPI is committed to working with you to develop tailored solutions based on unique business situation, organization culture and budget. We work with organizations of all sizes - supporting individuals at all levels - to manage large-scale reductions in force, as well as sensitive, individual, situations. We are proud of our reputation of maintaining the most comprehensive high touch services in the industry.

To achieve our personal, high-touch approach:

- We spend time getting to know people. We work to understand each individual's unique needs and have a vested interest in matching their needs to the next phase of their career.
- We network participants into organizations, helping them penetrate the hidden job market.
- We keep our consultant to candidate ratio low to a maximum caseload of 40 individuals versus the industry standard of over 100.
- We do not typically limit the number of times an individual can meet with their consultant.
- When workshops are called for, we conduct them with small groups of individuals from the same employer, and provide each participant with some one-on-one time with a consultant to address their unique needs.

Geographic Coverage

Waldron CPI is an equity-owner of Career Partners International (CPI), a global Talent Management firm that includes the best entrepreneur-owned firms in over 200 locations worldwide. Across geographies, we serve our clients seamlessly on a global footprint. In each market, CPI principals provide clients with deeper employer and professional networks, guiding them to real opportunities in the hidden employment market and introducing them to key decision makers. Waldron CPI clients benefit globally from the firm's deep local connections, focus on personalized but proven search processes, and a talented team of professional career management coaches, supported by state of the industry online technology and operating infrastructure.

Waldron CPI will serve as your single point of contact for all career transition services. Planning and notification support services, as well as individual engagements, will be centrally managed and coordinated by a dedicated account team. You make one call to us, and we take it from there.



Notification Facilitation & On-Site Assistance

Individual notifications are one of the most stressful and difficult parts of an already challenging process for organization leadership, those handling the notifications, and the impacted employees.

Waldron CPI's notification services include:

- Consultant meetings immediately following the notification. Impacted employees meet one-on-one with a qualified consultant to learn about the generous benefit. This enables employees to speak to an external party as they deal with their emotions, think through the message they will deliver to family/ friends/contacts, and begin the process of regaining a sense of control.
- Each employee will receive an appropriately branded benefit overview packet upon their separation providing comprehensive information about the services offered.
- Proactive outreach to separated employees in the days following the notification to check in with them and offer support.

Reporting & Tracking

Waldron CPI recognizes that our relationship with you does not end when we begin working with your impacted employees. We provide regular reports on the transitioning individual's status throughout his or her program. This process allows you to remain informed of your former employees' progress while ensuring they receive superior service.

Additionally, you can be provided secure access to our cutting-edge, web-based tracking system, Momentum™. This state of the art system ensures uniform, high-quality talent management services, assuring that every participant receives the intended benefit. With access to Momentum™, you will be able to view participant status and progress through established milestones and produce flexible status reports by geography, department, or other criteria.

Workforce Reengagement

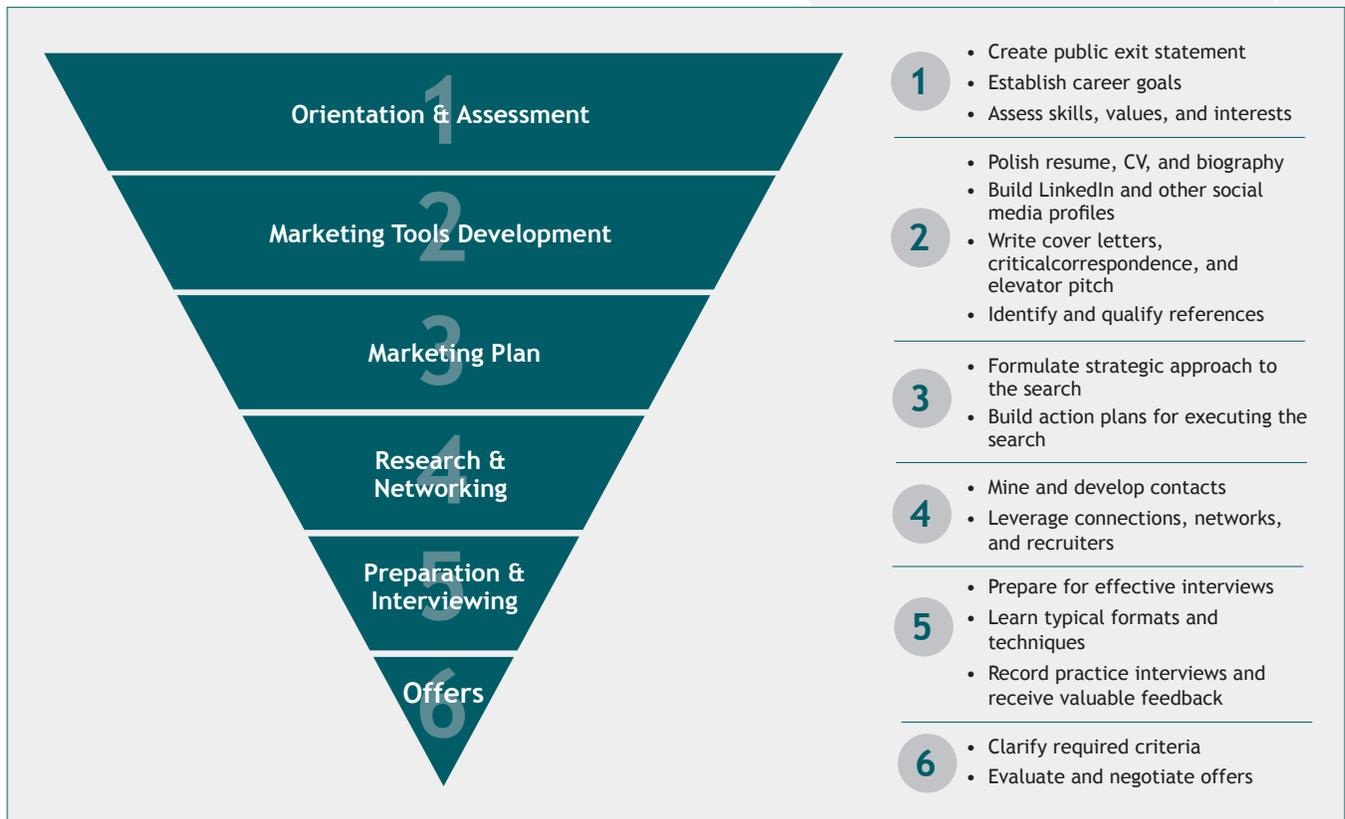
After a layoff, it is critical that remaining team members are able to focus on the future and return to productivity. For your organization to move forward efficiently, leaders must take a positive, proactive approach to working with team members. Waldron CPI's Workforce Reengagement workshop assists leaders in understanding change and transition and how it impacts individuals and organizations. The interactive sessions allow participants to develop positive, specific tactics and tools to effectively manage transition, and regain a sense of confidence and control for themselves and their team.



Career Transition Process & Milestones

Waldron CPI's contemporary process guides individuals to successfully transition to new opportunities where potential for greater challenge or satisfaction and higher compensation may be realized. From senior executives, to individual time limited consulting and group-based services, we apply a comprehensive model that assists individuals in transitioning to the next phase of their careers.

The comprehensive model applies six fundamental milestones across service levels. Service levels are differentiated by duration, consultant access, resources, and network access. The milestones guide participants in better understanding the transition process and how best to achieve personal and professional goals. The model is flexible, allowing each participant to focus on the most personally relevant milestones.

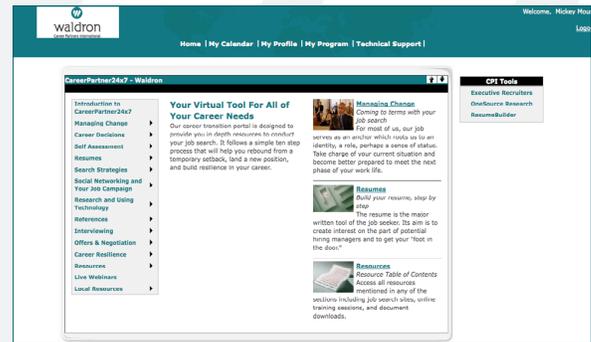


Momentum™ Virtual Career Center

Waldron CPI's Momentum™ virtual career center is designed to support our comprehensive model and the participants progression through the milestones. This interactive online system provides tools and resources that enhance their career transition program anytime, anywhere. This powerful tool is most effective when paired with personalized interactions with a consultant, but it can also serve as a stand-alone benefit when necessary. Momentum™ accommodates different learning styles and allows participants to control their own schedule, and maintain the critical momentum needed for an effective job search.

Some of the resources available to participants through Momentum™ include:

- **Mint Global** - Offers in-depth profiles, corporate financials, executive listings and biographies, news, and analyst reports on companies around the world so participants can identify and research target companies.
- **Live Enrichment Webinars** - With over 12 unique topics offered multiple times each month, participants can enhance their effectiveness in the search. Registration is limited to 25 participants to ensure personalized attention.
- **Videos & Webinars** - Available throughout Momentum™, regular live webinars, videos, and recorded webinars provide in-depth information on the different milestones of conducting a job search.
- **Career Assessments & Exercises** - Throughout the milestones, exercises are available that guide participants through exploration and preparation for the job search process and serve as a great reference as participants conduct their search.
- **ResumeBuilder** - The ResumeBuilder section assists users to work independently to develop a winning resume that produces results.
- **Executive Recruiter Database** - SelectRecruiters provides access to over 13,000 executive recruiters indexed by 80+ functional specialties in 120+ industries.



Analysis by Weyerhaeuser on Momentum™

Portal Content

- Full scope of content & tools
- Uses text, video, and recorded webinars vs. primarily text

Portal Usability

- Good “first impression” - not overwhelmed with information
- Intuitive process flow
- Page layout easy to navigate
- Good use of videos to summarize and provide overviews
- Recorded webinars are “user-friendly”, PowerPoint format is familiar
- Easy to access & use “aids” (PDF / MS-Word)



High Impact Individual Services

Waldron CPI has developed a reputation in the marketplace for delivering distinctly customized services and not forcing participants into a cookie-cutter process. Over 90% of participants indicate that their consultant was important in the overall satisfaction of Waldron CPI services.

Working one-on-one with a dedicated consultant, participants are able to identify professional goals, build a transition plan, and move forward quickly. Through the interactions with the consultant, each participant is able to address his/her unique concerns and priorities when they arise.

Waldron CPI's High Impact Service is delivered through one-on-one interaction with an experienced career transition consultant. Services are offered over a period of months with limited or unlimited access to a dedicated consultant. Each participant benefits from our proven model for conducting an effective transition.

Examples of action items associated with the one-on-one meetings include:

- Customized comprehensive assessment process when appropriate. The use of advanced tools such as the Birkman, Myers-Briggs, Strong Interest Inventory, or FIRO-b augment the professional evaluation process
- Development of critical marketing/positioning documents (i.e. resumes, cover letter, etc.)
- Review of social networking presence and assistance in enhancing profiles and interactions
- Step-by-step development of personal marketing plan for approaching target employers
- Peer review and trouble-shooting of marketing plan
- Access to Waldron CPI's network contacts across private, public and not-for-profit sectors
- Referrals to executive recruiters, search firms, and target companies
- Accessing SkillSoft e-learning coursework to enhance skills during transition
- Accessing a Waldron CPI Associate for support in market, organization, and executive research
- Networking events hosted by Waldron CPI
- Role-playing and use of video for coaching and critique
- Coaching and strategizing on scheduled interviews
- Assistance in preparing scientific or professional presentations, including peer review and audience critique
- Research support, advice, and consulting on specific offers and negotiations



Entrepreneurial Support Option

Throughout our 25-year history, Waldron CPI has assisted numerous executives and individuals in successfully starting or purchasing a new business. Projects range from an individual consulting practice to a venture funded biotech launch, incubated within our offices. Participants benefit from a trusted advisor as they move forward into the next phase of their career. Consultants provide coaching and support on:

- The “fit” for entrepreneurial ventures
- Techniques for starting or buying a business, franchise, or other venture
- Evaluating the business concept
- Market research
- Developing a business plan and marketing materials
- Initiating a go-to-market plan

Retirement Transition Option

New Horizons™ is a retirement readiness solution exclusively from Waldron CPI that offers participants in High-Impact individual engagements a comprehensive and unique methodology to map out the next stage of their lives. Whether ending their traditional working life in just a few weeks, or establishing a plan years in advance, participants work through a defined and complete planning process to achieve their goals.

The New Horizons™ program begins with an assessment to help participants contemplating retirement create a comprehensive and holistic self-portrait of their desired future. The program does not assume any particular type of retirement lifestyle; instead it helps individuals identify and plan for new ways of living that speak to each person’s passions and aspirations. Psychological hurdles of retirement are also addressed, such as the transition in status one experiences when exiting the workforce.

Administrative Resources and Full Support

A full suite of resources are available at the Waldron CPI offices to executives and individuals using High- Impact Services. This includes access to shared administrative services, scheduled use of fully-equipped private offices, assistance with document production, and videoconferencing amenities for interviews. Our space is professional and warm, and we would be happy to host you for a meeting and tour of our facilities.



Group-Based Services

Fast-Start Career Transition Workshops

Conducted in 1- or 2- day sessions, Waldron CPI Fast-Start Career Transition Workshops are focused on educating individuals to carry out an effective job search. The highly interactive sessions allow participants to start moving forward through a process of assessments and activities that build confidence and momentum in looking for a new position.

Waldron CPI workshops are dedicated to a single client group. By keeping the group to no more than 12 from the same organization, common experiences and values drive greater participation and interaction and foster a sense of community and support in approaching the search.

All Waldron CPI workshops include one-on-one sessions with a qualified consultant to address personal issues or concerns. Available for use within three months of the workshop, sessions allow participants to receive individualized support on refining the resume/CV, cover letter, or search strategy, preparing for an interview, or finalizing an offer.

Dedicated Career Center

A dedicated Career Center, staffed by experienced Waldron CPI Career Transition Consultants, is a highly efficient and effective means of supporting transitioning employees. A Career Center offers the opportunity to provide high-touch, high-quality services in a convenient location that meets the flexible nature of employees' schedules. Employees can schedule individual appointments or drop in to receive assistance regarding their individual issues.

In addition to individual consultations, the Career Center offers the opportunity to host networking meetings facilitated by a Waldron CPI consultant. Networking meetings are scheduled around the demand of the employees and focus on sharing ideas and experiences including networking, generating job leads, and identifying target organizations.

Learning modules are also offered through the Career Center. Learning modules are group sessions 60 to 90 minutes in length that offer more in-depth training on different elements of the job search. Topics covered in modules include:

- Resume development and accomplishment statements
- Cover letters and other correspondence
- Alternative career options
- Job search strategies
- Networking
- Using technology and social media to enhance the search
- Momentum™ tutorial
- Interviewing
- Negotiating offers
- Non-verbal communication

The days the Career Center is staffed can be determined based on employee schedules and the budget of the organization. Networking meetings and learning modules will be scheduled to meet the demand and preferences of the transitioning employees when the Career Center is open.



Career Fair

It is common for employers throughout the region or country to contact companies when a reduction in force becomes public. Waldron CPI can assist you in coordinating the interested employers and identifying additional employers through a dedicated Career Fair.

Waldron CPI career fairs are specifically designed with the needs of your employees. Identifying which employers are of interest and what industries would have the most opportunity, we pull recruiters and hiring managers from top companies and facilitate an open dialogue between recruiters and candidates.

Waldron CPI has successfully planned and managed career fairs for between 5 and 30 employers to meet candidates transitioning out of one company. Waldron CPI provides training to the participants to ensure they are prepared and maximize their time while at the fair. The success of our career fairs is evident by the number of interviews participants receive and the strong contacts they develop in target organizations.

Dedicated Career Center

Waldron CPI understands the challenge employers face in providing services when budgets are tight. We remain committed to our clients and assisting them in successfully transitioning employees, and as such, have developed a comprehensive line of virtual services to address budget concerns associated with larger staff reductions.

Developed using our comprehensive model and commitment to personalized services, Waldron CPI provides different levels of virtual support:

- Portal Only
- Portal Plus Hours - Providing an allocated number of phone consulting hours to specific individuals

Our online career portal, Momentum™, provides ubiquitous “self-serve” web access to tools and resources that facilitate all phases of the career transition process. Participants with access to Momentum™ have access to technical support to assist them in gaining access and utilizing the resources. The portal can be provided to individuals for up to one year from initial login.

Waldron CPI believes strongly that all employees benefit from some level of personal interaction with a professional consultant. To accommodate those needs, all participants have access to highly qualified consultants through regularly scheduled live webinars on critical transition related topics. The number of participants on each webinar is limited to ensure everyone can have their questions answered during the session.

In addition to Portal Only services, Waldron CPI can provide personalized consulting to individuals through our dedicated support services. You can allocate a set number of hours of consulting for specific individuals or purchase virtual based consulting for a specific duration of time.



CPI Locations: US

Alabama
Birmingham

Arizona
Phoenix / Scottsdale

California
Carlsbad

Del Mar
Glendale

Irvine
Los Angeles
Riverside
Sacramento

San Diego
San Francisco
San Ramon
Santa Clara
Torrance
Westlake Village
Woodland Hills

Colorado
Denver

Connecticut
Hartford
Norwalk

Delaware
Wilmington

District of Columbia

Florida
Fort Lauderdale
Jacksonville
Florida (cont.)
Miami
Orlando
Tampa
West Palm Beach

Georgia
Atlanta

Hawaii
Honolulu

Idaho
Boise

Illinois
Chicago
Deerfield
Oak Brook

Indiana
Indianapolis

Iowa
Cedar Rapids
Davenport
West Des Moines

Kansas
Kansas City / Overland Park

Maryland
Baltimore
Bethesda
Rockville / DC Area

Massachusetts
Boston
Burlington
Southborough

Michigan
Ann Arbor
Detroit

Minnesota
Minneapolis

Missouri
Kansas City
St. Louis

Nebraska
Omaha

Nevada
Las Vegas

New Hampshire
Nashua

New Jersey
Marlton
Parsippany
Princeton

New Mexico
Albuquerque

New York
Albany
Buffalo

New York
Rochester
Syracuse

North Carolina
Charlotte
Kinston
Raleigh
Sanford
Winston-Salem

Ohio
Cincinnati
Cleveland

Oklahoma
Oklahoma City
Tulsa

Oregon
Portland

Pennsylvania
Allentown
Blue Bell
Harrisburg
Lancaster
Philadelphia
Pittsburgh

Puerto Rico
San Juan

Rhode Island
Providence

South Carolina
Columbia

Tennessee
Chattanooga

Knoxville
CPI Locations: U.S

Tennessee (cont.)
Memphis
Nashville

Texas
Austin
Dallas

El Paso
Houston
San Antonio

Utah
Salt Lake City

Virginia
Arlington

McLean
Reston
Richmond

Washington
Seattle
Spokane
Tri Cities

Wisconsin
Appleton
Brookfield
Glendale
Green Bay
La Crosse
Madison
Milwaukee



CPI Locations: World Wide

Argentina Buenos Aires	Canada (Continued) <i>Quebec:</i> Montreal Quebec City Saskatchewan: Regina Saskatoon	Germany (Continued) Neulingen Nurnberg Stuttgart Wiesbaden	Netherlands (Continued) Breda Eindhoven Groningen Leeuwarden Leiden Maastricht Rotterdam Utrecht Voorburg (The Hague) Zwolle	Sweden Stockholm Switzerland Zurich
Austria Vienna	Chile Santiago	Greece Athens		Taiwan Taipei
Australia Adelaide Brisbane Perth Hobart Launceston Melbourne Sydney	China Beijing Chengdu Guangzhou Hong Kong Shanghai Wuhan Colombia Bogota	Hungary Budapest		Thailand Bangkok
Belgium Brussels	Denmark Copenhagen	India Bangalore Mumbai New Delhi	New Zealand Auckland Christchurch Dunedin Hamilton Wellington	Turkey Istanbul
Brazil Sao Paulo	Finland Helsinki	Indonesia Jakarta		United Arab Emirates Dubai
Canada <i>Alberta:</i> Calgary Edmonton <i>British Columbia:</i> Vancouver <i>Manitoba:</i> Winnipeg <i>New Brunswick:</i> Saint John <i>Newfoundland:</i> St. John's <i>Nova Scotia:</i> Halifax <i>Ontario:</i> Burlington Hamilton London Markham Mississauga Niagara Falls Ottawa Sarnia Toronto	France Bordeaux Dijon Forbach Lyon Marseille Metz Mulhouse Paris Valbonne Vandoeuvre	Ireland Dublin Limerick Israel Tel Aviv		United Kingdom Bristol Cambridge Cardiff Edinburgh Leeds London Manchester Northampton Reading
		Italy Brescia Genoa Milan Parma Rome Varese Vicenza	Norway Oslo Peru Lima	
		Japan Tokyo	Philippines Manila	
		Korea Seoul	Poland Poznan Warsaw	
		Malaysia Kuala Lumpur	Portugal Lisbon	
	Germany Berlin Dusseldorf Frankfurt Freiburg Hamburg Munich	Mexico Mexico City	Russia Moscow	
		Netherlands Amsterdam Arnhem	Singapore Singapore	
			South Africa Johannesburg	
			Spain Barcelona Madrid	





As the consulting partner strategic leaders choose to help attract, engage, and inspire effective leaders, Waldron provides a unique combination of executive search, leadership development and career transition services across sectors and industries. Our passion is helping people and organizations realize their full potential and increase their impact.

