



Outplacement (Career Transition) Services Rough Order of Magnitude

General Assumptions

- ◆ **On-site Outplacement (Career Counseling) Center**
- ◆ **Services should include:**
 - Career counseling and communication
 - Logistical support for internal placement/reassignment of employees to open positions within SFA
 - Logistical support for outplacement services to help employees find employment in other offices at the Department of Education, other government agencies or private sector organizations
 - Access to Job Banks
 - Retirement counseling for eligible employees
 - Skills and Interest Assessment
 - Employee Career Development Skill Building
 - Access to career education materials
 - Resume preparation
 - Interviewing techniques
 - Career Planning
- ◆ **400 of the 1200 employees are estimated to need access to services**



Organization	Services Provided	Clients	Fee Structure	Estimated total cost for 6 months services with 400 employees	Contact Information
Office of Personnel Management (OPM) <i>Provide support to all Federal agencies on a reimbursable consulting basis.</i>	<ul style="list-style-type: none"> ◆ On-site resources for career transition ◆ One-on-One Counseling ◆ Group Workshops -Beginning a Job Search-federal, public or private sector -Preparing a resume -Educational opportunities -Retirement Options ◆ Access to Federal job banks ◆ Peer Assistance Support Group 	<ul style="list-style-type: none"> ◆ Veteran's Administration ◆ Defense Logistics Agency (DAPS) ◆ US International Broadcasting Bureau ◆ General Services Administration ◆ USDA ◆ Bureau of Census 	One Career Transition Counselor on-site - \$111,000 Standard briefings are \$1000/day on site (no more than twenty-five per class)	~\$300,000	Pam Mergen 415-281-7070 www.opm.gov/es
Resource Consultants, Inc. <i>Focus on supporting government employees in multiple career transition alternatives by creating an on-site career management center.</i>	<ul style="list-style-type: none"> ◆ On-Site Career Management Center staffed by three full-time Counselor/Instructors and one full-time administrative person ◆ Career Center Administrative and Management Reporting ◆ Skills and Interest Assessment ◆ Individual Development Plan Creation ◆ Career Planning ◆ Individual Career Counseling ◆ Résumé Preparation Assistance ◆ Group Instruction ◆ Participant Self-Directed Activities ◆ Job Development Services 	<ul style="list-style-type: none"> ◆ Department of the Army ◆ General Accounting Office ◆ General Services Administration ◆ National Imagery and Mapping Agency ◆ Office of the Secretary of Defense ◆ NASA ◆ Department of Defense ◆ HUD 	Three full-time employees (Manager, Counselor, Counselor/Trainer and Center Administrator)	~\$148,000	Jim Davis 703-714-6447 www.resourceconsultants.com
Right Management Consultants (RMC) <i>Focus largely on providing employees tools needed to explore new careers outside of the current organization.</i>	<ul style="list-style-type: none"> ◆ On-site, staffed Career Counseling Center ◆ Group workshops on career planning, job search options, resume writing, etc. ◆ One-on-one career guidance and advice ◆ Individual resume writing consultation ◆ Experiential and interactive seminars -Interviewing Strategies -Creating a Powerful Resume 	400 of the 500 Fortune Companies – Confidential client list	~\$1200 - \$15000/employee (based on 50% – 80% to take advantage)	~\$480,000	Stephenie Edwards Client Services Consultant 703-691-1835 www.right.com



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	<ul style="list-style-type: none"> -Exploring Alternatives ◆ Access to national Job Bank of published and unpublished job openings 				
Kensington International (KI) (part of Career Partners International)	<ul style="list-style-type: none"> ◆ Design, set-up, staff and support on-site career center ◆ Communications regarding change ◆ One-on-one career guidance ◆ Career Development Workshops <ul style="list-style-type: none"> -Job search methodologies -Resume writing -Sales and marketing techniques -Interviewing techniques ◆ Inplacement program development 				Roseanne Pastor 312-658-6425 www.kensingtonintl.com