

# VOCACenter

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Caring and Effective Solutions for  
Your Exiting Employees

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# Solutions for Your Exiting Employees

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# Outplacement with the VOCA Center

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**Leaders understand that transitions can be difficult, both for the organization and the individual.**

Providing care in these moments reflects the heart of servant leadership. This is why ministry executives call on the VOCA Center to provide outplacement services for team members who need to move on.

Outplacement allows caring and busy leaders to outsource post-employment care and guidance.

**VOCA provides a proven transition framework so you can rest easy and focus on the future.**

“Executing our first-ever reduction in force was agonizing. We wanted to support our affected employees as best we could.

We were referred to the VOCA Center, and working with their team has been incredibly encouraging. Their care and expertise made a real difference, and we truly appreciate them coming alongside us during a difficult time.”

**HR Lead**  
International Christian Ministry

# The Impact of Outplacement

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Investing in outplacement is a strategic investment that strengthens your organization's future. When faith-based organizations demonstrate Christ-centered care during transitions, they protect their ministry's legacy while loving their neighbor. Our comprehensive approach delivers **three key benefits** that make outplacement services a wise stewardship choice for your organization and your people.

Strengthen Your Legacy	Wisely Manage Resources	Preserve Your Culture
<ul style="list-style-type: none"><li>• Demonstrate Christ-centered leadership during transitions</li><li>• Build trust with your faith community and stakeholders</li><li>• Show current staff your commitment to biblical stewardship</li></ul>	<ul style="list-style-type: none"><li>• Make a cost-effective investment in your organization's future</li><li>• Minimize potential reputational risks</li><li>• Safeguard stakeholder relationships and support</li></ul>	<ul style="list-style-type: none"><li>• Maintain team morale through challenging transitions</li><li>• Uphold your values during organizational change</li><li>• Foster positive testimonies within ministry networks</li></ul>

# Our Framework: The Career Navigator

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**VOCA provides outplacement services from individual transitions to large-scale reductions in force. Our job change program is the Career Navigator.** It has empowered hundreds with tools, clarity, and confidence to secure their next role.

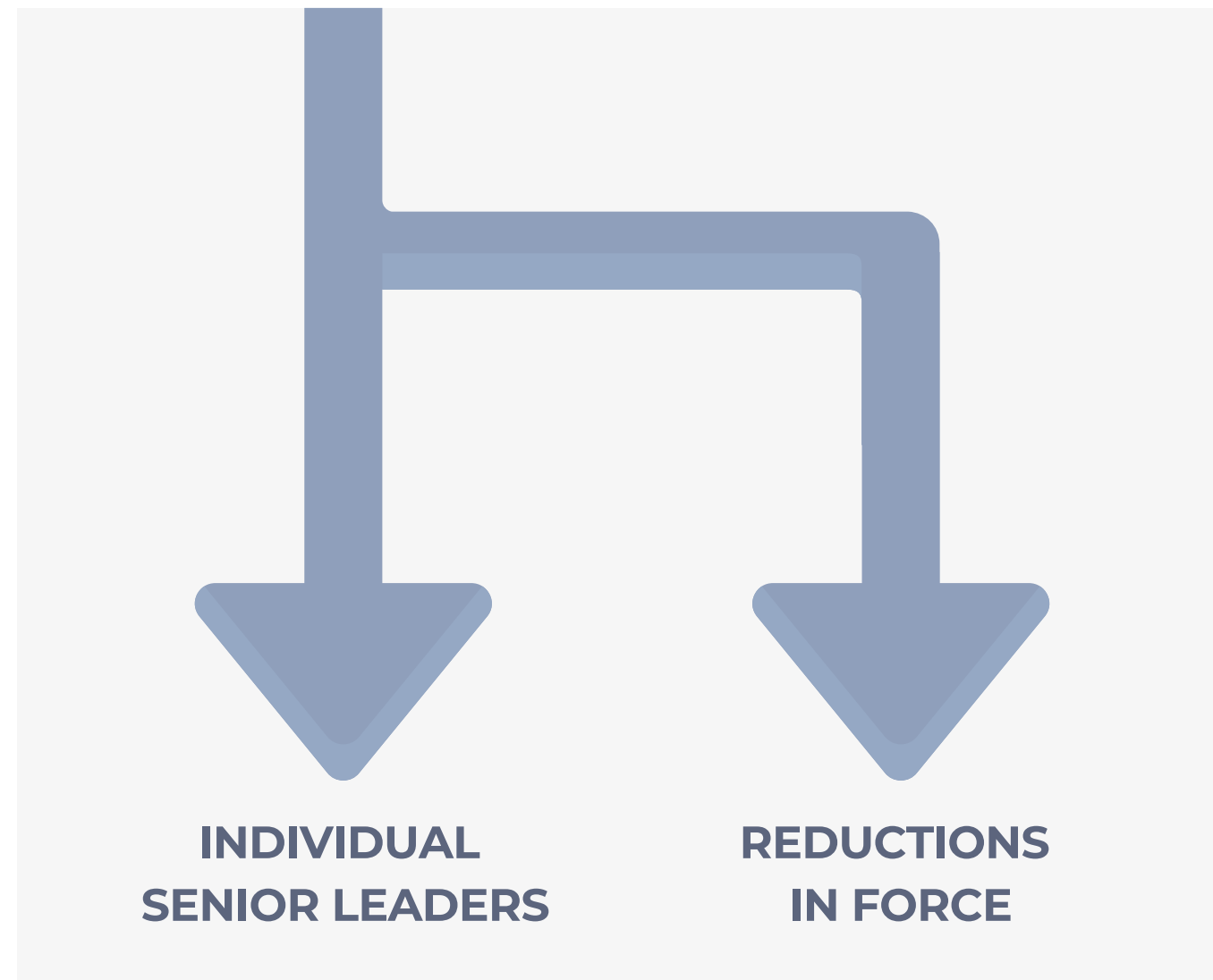
The Career Navigator combines the power of online learning with live virtual coaching to deliver a 10-step process of job transition, starting with self-discovery, moving to messaging, and ending with the job search. Each step includes practical tasks and biblical reflections.

**97%**

of outplacement clients who complete the program, have secured their next job or have a clear plan to find it

# Two Options

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Whether a senior leader is transitioning out, a role has outgrown its leader, or you are implementing a large-scale reduction in force, VOCA provides expert career transition support for both individuals and groups of employees.

We ensure every exiting employee receives high-quality, compassionate support while staying within your budget.

# For Individual Senior Leaders

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# Outplacement for Individuals

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The Career Navigator program combines online learning with the expertise of a certified, professional coach so the exiting employee can find and land their next role with practical tools, clarity, and confidence. The program for an individual employee includes:

- 10-12 one-on-one coaching sessions for refinement, feedback, and encouragement
- 3-4 strengths & personality assessments to build confidence in their transferable skills
- CV and LinkedIn profile review
- 10 Biblical wisdom reflections to anchor the journey in their faith
- VOCA's cloud-based learning management system to stay organized and build momentum
- Optional guided personal retreat



# The Process

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## **Step 1**

We coordinate a meeting with the departing employee to provide program details and answer questions.

## **Step 2**

Employee is given an enrollment period (usually 60 days) which includes choosing their coach. On average, 85% of individual leaders choose to participate.

## **Step 3**

Agreements are signed by both the organization and the exiting employee, your organization is invoiced, and the process begins.

## **Step 4**

After six months, VOCA provides a progress report to your organization.

# Real-World Result: Executive Outplacement for a Long-Tenured Leader

## Context

A board of directors sought to provide outplacement support for a long-tenured Executive Director facing a career transition. Initially, the executive was resistant to the idea, feeling uncertain and apprehensive about his future.

### Client Task

The Executive Director needed guidance to navigate his career transition with confidence and clarity. His primary concerns were finding meaningful work, overcoming the fear of an uncertain future, and developing a strategic plan for his next steps.

### VOCA Solution

VOCA's outplacement coaching program tailored to the executive's needs. The program gave him a step-by-step framework to gain clarity about his strengths and priorities, create a message and search strategy, and make a plan to land his next assignment as efficiently as possible.

### Client Results

The Executive Director experienced a significant mindset shift. Instead of viewing his transition as an obstacle, he embraced it as an opportunity for renewed purpose. He gained:

- A clear vision for his future career path.
- A strategic plan to pursue meaningful opportunities.
- Renewed confidence and hope for what lies ahead.

### The VOCA Difference



Anchored in Faith



Fact-Driven



Built by the Coach Approach

## Testimonials

**Board Chair:** "Our Executive Director was a beloved servant. We were anxious about how he might find his way to his next assignment. VOCA's program structure, expert coaches, and track record gave us the assurance we desired. We are confident our exiting ED, won't be left out in the cold."

**Exiting Employee:** "Before beginning this process with VOCA, the future was just a scary, blank slate. The guidance and encouragement of my VOCA coach has provided me just what I needed: hope and a plan."

# For Reductions in Force

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# Outplacement for Reductions in Force

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The Career Navigator program combines online learning with the expertise of a certified, professional coach so exiting employees can find and land their next role with practical tools, clarity, and confidence. The program for RIF includes:

- Self-guided structure to go at their own pace
- Orientation session to meet the coach, ask questions, and plan for a successful program
- Three hours of virtual, one-on-one coaching
- Two strengths & personality assessments to build confidence in transferable skills
- 10 Biblical wisdom reflections to anchor the journey in their faith
- VOCA's cloud-based learning management system to stay organized and build momentum

# The Process

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## **Step 1**

An agreement is signed with your organization, an invoice for the onboarding fee is sent, and dates for informational sessions are scheduled.

## **Step 2**

VOCA hosts a private, virtual informational meeting (more than one when a cohort of team members is being let go) to provide program details and answer questions.

## **Step 3**

Employees are given an enrollment period (usually 60 days.) Typically, 35-50% of group members choose to participate.

## **Step 4**

Enrolled employees pick their coach, sign their coaching agreement, and begin the program with an orientation session.

## **Step 5**

You are invoiced for the number of employees who enroll in the program at the end of the enrollment period.

## **Step 6**

At 6 months, VOCA follows up with a report on completion rates and program impact.

# Real-World Result: Supporting Ministry Staff After Major Layoffs

## Context

A dramatic, 50% downturn in donor funding forced a large national ministry to make hard choices. They had to simplify their structure and drastically cut staff.

### Client Task

The ministry was forced to lay off half of its staff as a result of a dramatic downturn in funding. Leadership wanted to assist brokenhearted staff to their next job while guiding the remaining staff to build the future.

### VOCA Solution

VOCA took over the focus on the exiting staff. Through compassionate information sessions and onboarding them in the outplacement program, VOCA walked with the staff in transition over a 4-6 month period.

### Client Results

50% of eligible employees signed up for the program.

100% of those who completed their coaching sessions, assessment and online learning, transitioned to their next by the end of the program.

### The VOCA Difference



Anchored in Faith



Real-World Tested



Built by the Coach Approach

### Testimonial

“Facing a dramatic RIF was devastating. We had team members who had been with us for decades and hoped to end their careers here. Finding a compassionate, competent, faith-based firm to shepherd them to their next was a tremendous relief.”

COO of National Ministry

# Our Outplacement Team

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**LIZ SASTRE**

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**Industry Expertise:**

Liz has knowledge and experience in the Healthcare, Nonprofit, and Information Services sectors.

**Functional Expertise:**

Liz is our Career Transition Frameworks Lead. VOCA clients call upon Liz during reduction-in-force situations where they seek to offer great value to offboarding employees.



**KEN KINARD**

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**Industry Expertise:**

Ken leads the Technology, Arts & Media, Education, and Government practices. He co-leads Healthcare services.

**Functional Expertise:**

Ken is VOCA's Virtual Learning Design Lead, bringing together his adult learning, graphic design, and copy-creation skills to create cloud-based experiences that augment in-person learning.



**SARAH EVERS**

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**Industry Expertise:**

Sarah leads VOCA's Data & Analytics and Fashion Practices. She is co-lead in Finance, Healthcare & Insurance, and Professional Services.

**Functional Expertise:**

Sarah is VOCA's Training Design Lead, drawing on decades of experience empowering executives at all levels to be their best through challenging and memorable in-person training.

# Next Steps To Care For Exiting Employees

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Rest Assured: The VOCA team will guide your exiting employees to their next placement with competence and care.

We believe that the right mix of assessment, coaching, and job search skills can bring staff to a well-fitting “next.”

We understand how challenging it is to find a provider you can trust. That’s why we take a Coach Approach of listening closely to your goals and objectives, designing outplacement solutions that maximize value while incorporating our proven framework for success. You can trust that your former colleagues will be supported with wisdom, care, and practical steps toward their next God-given opportunity.

Talk with our team and get started today.

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# The VOCA Difference

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**Anchored in Faith.** Our team of Christ-followers weaves Kingdom principles and disciplines to anchor leadership transformation in the way of Jesus.



**Built by the Coach Approach.** We lead with listening. We tailor each solution to meet your specific objectives and outcomes.



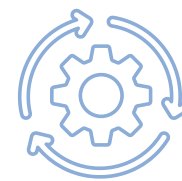
**Real-World Tested.** Every framework we use is market-tested in the real world and proven to produce measurable growth.



**Fact-Driven.** We use data to pull the dialogue out of opinion and conjecture, and into hard facts, which drive development goals and outcomes.



**Multimodal Learning.** Robust and innovative interaction with powerful concepts drives lasting change.



**Iterative Process.** We create an iterative process that produces the results that justify the investment.



**Best Team On the Field.** All of our engagements leverage the power of our team to provide the best training, coaching, facilitation, and operational support for achieving your goals.

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