



**New Members and Volunteers
are always welcome, so why not
come along and join us?**

**Thursday mornings at
Slough Aspire
350 Edinburgh Avenue
Slough SL1 4TU**

ALL FREE!

- ☑ CV and Application Form preparation
- ☑ Interview techniques and practice
- ☑ Networking suggestions and guidance
- ☑ Transferable skills identification
- ☑ Job search strategies
- ☑ Rebuilding lost confidence
- ☑ Starting a new business
- ☑ Alternative careers

I can't come on Thursdays.

You may wish to attend another network Club meeting. They are in: -

Gerrards Cross, on Monday evenings:
www.careersspringboard.info

Bracknell, on Friday afternoons:
www.careersspringboardbracknell.org.uk

Newbury, on Wednesday afternoons:
www.careerswestberks.org.uk

Look at our Website:

www.executivejobclub.org.uk

Information is also available from
Job Centre Plus locations in
Maidenhead and Slough

Contact us for further information:

0300 111 5411

admin@executivejobclub.org.uk

Job hunting can be a devastating time and that's where our self-help group can help you come to terms with your situation, boost your confidence and show you how to best organise your job search.

Share your experiences with, and get support from other jobseekers.

This time can also provide the opportunity to evaluate and change your career. The East Berkshire Executive Job Club can help in your decision making process.

Job Club Volunteers can help with your CV to make it an effective selling document and also offer advice on starting your own business or becoming an Interim Manager. Find out, too, about changing your work pattern to fill the growing demand for contract work.

The East Berkshire Executive Job Club is associated with three other Clubs in Berkshire & Buckinghamshire.



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Are You Job Hunting?

**Come to our Thursday
morning meetings at
Slough Aspire**

Helping
Managers
Professionals and
Executives
who are jobseeking

Registered Charity Number: 1136202

Unemployed? Job Redundancy?

Thinking of going it alone?

Job search not going well?

Need a new career or direction?

Need some encouragement?

We'll help you to:

- Decide what to do next
- Market yourself
- Improve your application method
- Be at your best for interviews
- Network successfully
- Use the internet to identify opportunities
- Motivate yourself
- Find contract, interim and temporary appointments
- Become self-employed or start a business
- Identify means of support.

Meetings

Meetings take place most Thursdays from 9.45am to 12.30pm at Slough Aspire, in the centre of the Slough Trading Estate.

Please check www.executivejobclub.org.uk for details of our next meeting.

Facilitated group discussions on a programmed topic, with time to allow Club Members to talk through issues, problems and actions.

A series of workshops, covering the basics of job search with time for individual discussion and interview practice, on video if required.

The Club is organised and run by Volunteers and we also invite external speakers.

New Volunteers who wish to contribute their time and expertise are always welcome.

Venue

The venue has limited parking, so you may wish to park in one of the nearby public car parks or on the Farnham Road. Buses (12 & 13) stop close by at the Buckingham Road Shops or on Farnham Road (1, X74) at the Sainsbury's stop.

These 4 buses all start at Slough Bus Station near Slough Railway Station.

Bus 13 stops at Burnham Railway Station.

FAQs

My CV is out of date, can you help?

Yes, there'll be sessions on CVs and we can work together on your own documents.

I can't get interviews, why?

We'll look at ways of marketing yourself that might be more successful.

I hate interviews, and fail at them!

Come to our workshops and discuss any special aspects as they arise in Club time. You can practise one to one interview skills too.

Which session is best?

The subject matter differs every week, and all sessions have value to job seekers.

Are there Club rules?

Yes, we have four basic Club 'rules': -

- Please dress smartly and treat others with respect
- We help each other, so every question or comment merits serious consideration
- We try to lift each other's morale, sharing good news and useful information
- If your mobile rings (it might be an interview invitation or a job offer . . .) please find a quiet area to take the call.

Apart from those we are informal.

I'm expecting my job to be made redundant but it hasn't happened yet, can you help?

Come along to see us so that you are best prepared if it happens and save yourself considerable time if it becomes necessary to look for a new opportunity.