



# WIBF CAREER COACHING PROGRAM INFORMATION GUIDE

*WIBF's Career Coaching Program is a six-month career coaching and planning program for emerging female leaders in Banking and Finance*

women  
banking  
and  
finance

# WIBF CAREER COACHING PROGRAM TESTIMONIALS



“I **loved the one on one coaching sessions** with Gillian. She was helpful, insightful and committed to helping me address some of my key career hurdles.”

BRENDA O'CONNOR RELATIONSHIP MANAGER, CREDIT SUISSE



“I've been promoted since attending the program. I can't speak highly enough of Gillian as an executive coach. She has a great way of **helping you understand what you're looking for out of your career**...and then putting the steps in place to get there.”

CONNIE CORRIGAN HEAD OF HUMAN RESOURCES, MORGAN STANLEY

Morgan Stanley

“It's so refreshing to be able to **sit down and talk about the real challenges** I'm facing in building a career in finance. The opportunity to take the time out of the day-to-day to really think about my future was invaluable. I'd recommend this program to anyone who wants to be more strategic about where their career is heading.”

EMILY BODEN DEALER, GLOBAL MARKETS, ANZ



“The coaching sessions were **one of the best things I've done for my career**. Had I not done this course, I don't think I would have had the confidence to be this open and honest with my manager about what I exactly want to achieve in my career.”

NICOLA DAVEY FINANCIAL ACCOUNTANT, STATE STREET



“Through the career coaching I developed a lot of **courage to have more open conversations with my manager** about what I want to achieve in finance. These conversations led to some big opportunities including a fantastic promotion.”

HEIDI SILVA HEAD OF FINANCIAL PLANNING, METLIFE INSURANCE



“The coaching sessions were definitely the most valuable. It's great to be able to confide in someone about your goals. There is also so much **accountability to push you forward**. I only wish there more coaching sessions.”

MEREDITH BEATTON SENIOR MANAGER - ASSURANCE IN FINANCIAL SERVICES, PRICEWATERHOUSE COOPERS



# PROGRAM DETAILS

*The WIBF Career Coaching Program is a unique six-month intensive career-coaching program.*

*This program is designed specifically for emerging female leaders in banking and Finance, who've achieved one or two promotions and are looking to grow into an executive leadership role. You'll work one-on-one with a highly qualified executive coach to advance your career.*

**Key topics you'll cover in the coaching sessions include:**

- How to articulate your career goals in a compelling way
- Building a career advancement plan
- Mapping your goals, and identifying your next career step
- Reviewing your career trajectory: Are you moving fast enough?
- A detailed assessment of where you are today, vs. where you want to be over the next 5-10 years
- How to specifically demonstrate the evidence you need to get your next promotion
- The ways to discuss with your manager what you really want out of your career

**Program Format:**

The program runs over six months and includes one group workshop and three individual executive coaching sessions:

- The first group workshop sets the agenda and goals for the program. We'll discuss what you'll achieve over the six month programs, as well as the key tools to ensure success. As part of this session we'll also cover the three biggest roadblocks to career advancement for women in the Finance industry
- The individual executive coaching sessions are designed to help you identify your strengths and any areas for improvement. In these executive coaching sessions you'll work together with your coach to identify your current strengths and articulate your career goals
- You'll then work with your coach to create a career development plan to guide your advancement over the short and medium term. This document drives real results, giving you a firm plan of attack to reach your goals and win your next promotion

### **Understanding your strengths and weaknesses**

In a trusted environment, your coach will work with you to build a deep understanding of your true strengths and weaknesses.

This is an unbiased conversation that sets the foundation for success.

### **Articulating your career goals**

To get to where you want to be, it's critically important that you can articulate your career goals in a compelling way. With your coach, you'll work to identify and articulate your career goals in Finance. We'll cover:

- Your long-term career vision, for 5-10 years time
- How to present these career goals in a compelling way to managers and stakeholders
- The best way to achieve these goals, in the context of your strengths and weaknesses

### **Building a career plan**

Through the WIBF Career Coaching Program, you'll build an ambitious, yet practical career strategy.

Together, we'll cover:

- What are the right short-term goals to take you towards your long-term goals?
- What are the sacrifices that you should, and shouldn't accept in your career plan
- What is the right immediate next step for your career?

### **Discussing your career with your manager and senior stakeholders**

Your coach will work to help you understand the best ways to discuss your career with your manager and senior stakeholders. You'll cover:

- Ways to find the win-win in your career vision
- Ways to build momentum, in the context of your career goals
- The best ways to find natural opportunities to discuss with your manager

### **Demonstrating the evidence you need to win your next promotion**

Through the WIBF Career Coaching Program your coach will work with you to address the specific barriers to attaining your next promotion. These may include:

- Improving your senior stakeholder management
- Focusing on your strategic 'nouns'
- Building your technical knowledge and skills
- Improving how you communicate your value to the organisation
- Managing your performance in high pressure situations

▼  
***“To get to where you want to be, it's critically important that you can articulate your career goals in a compelling way”***



WIBF CAREER COACHING PROGRAM  
**PROGRAM SCHEDULE 2019**  
**SYDNEY**



**REGISTRATIONS CLOSE**  
 Thursday, March 20, 2019

Date and Time	Session	Location	Notes
<b>GROUP SESSION</b> Tuesday, March 26 2019 9.00am - 12.00pm	<i>Introduction to the program:</i> <ul style="list-style-type: none"> <li>• The 3 biggest roadblocks to career advancement</li> <li>• Why you need to take charge of your career trajectory</li> <li>• Goals for this program</li> <li>• How the coaching sessions will work.</li> <li>• Setting yourself up for success</li> </ul>	Location to be confirmed upon registration	All participants to attend
<b>EXECUTIVE COACHING SESSION 1</b> April 29, 30, 2019 May 2, 3, 6, 7, 2019	Identifying your current strengths, and articulating your career goals	Location to be confirmed upon registration	You will be allocated a one hour session over these dates
<b>EXECUTIVE COACHING SESSION 2</b> June 24, 26, 27, 2019 July, 1, 2, 4, 2019	How to develop a career advancement plan	Location to be confirmed upon registration	You will be allocated a one hour session over these dates
<b>EXECUTIVE COACHING SESSION 3</b> August, 26,27,29,30, 2019 September, 3, 4, 2019	Reviewing your career advancement plan, and building a plan to get your next promotion	Location to be confirmed upon registration	You will be allocated a one hour session over these dates
<b>GROUP SESSION</b> Tuesday, September 10 2019 12.30pm - 2.00pm	<i>This final session is where you'll come together with other participants and senior stakeholders for a final roundtable to discuss key learnings and takeaways. The theme is Support, Enable, Showcase.</i>	All participants to attend	

WIBF CAREER COACHING PROGRAM  
**PROGRAM SCHEDULE 2019**  
**MELBOURNE**

**REGISTRATIONS CLOSE**  
 Wednesday, March 20, 2019



Date and Time	Session	Location	Notes
<b>GROUP SESSION</b> Thursday, March 28, 2019 9.00am - 12.00pm	Introduction to the program: <ul style="list-style-type: none"> <li>• The 3 biggest roadblocks to career advancement</li> <li>• Why you need to take charge of your career trajectory</li> <li>• Goals for this program</li> <li>• How the coaching sessions will work.</li> <li>• Setting yourself up for success</li> </ul>	Location to be confirmed upon registration	All participants to attend
<b>EXECUTIVE COACHING SESSION 1</b>  April 29, 30, 2019 May 2, 3, 2019	Identifying your current strengths, and articulating your career goals	Location to be confirmed upon registration	You will be allocated a one hour session over these dates
<b>EXECUTIVE COACHING SESSION 2</b>  June, 24, 26, 27, 2019 July, 1, 2019	How to develop a career advancement plan	Location to be confirmed upon registration	You will be allocated a one hour session over these dates
<b>EXECUTIVE COACHING SESSION 3</b>  August, 26, 27, 29, 30, 2019	Reviewing your career advancement plan, and building a plan to get your next promotion	Location to be confirmed upon registration	You will be allocated a one hour session over these dates
<b>GROUP SESSION</b> Wednesday, September 12 2019 12.30pm - 2.00pm	This final session is where you'll come together with other participants and senior stakeholders for a final roundtable to discuss key learnings and takeaways. The theme is Support, Enable, Showcase.		All participants to attend

# WIBF CAREER COACHING PROGRAM

## FREQUENTLY ASKED QUESTIONS



### About the program

#### **How is this program different to other career programs?**

The WIBF Career Coaching Program provides individual career coaching and support for emerging female leaders in the banking and Finance industry. It deals only with the challenges that emerging female leaders face in achieving their next promotion.

#### **What happens in the coaching sessions? Do I need to prepare anything?**

Ahead of your coaching session there's a comprehensive career questionnaire (that we ask you to fill out honestly). In the session we'll work through the answers and build an understanding of your career strengths and weaknesses, as well as building a foundation for your career plan.

#### **What is the commitment outside the group meetings and coaching session?**

After each session in the program you may be expected to do up to an hour of 'extension' work. This work will benefit your current job, and will typically involve research and speaking to others in your organisation.

#### **Where does the program run and how often?**

The WIBF Career Coaching Program runs once a year in Sydney, and once a year in both Melbourne.

#### **Can I participate if I live interstate?**

To attend the program, you must commit to attending the initial group session as well as the final group session. Any travel costs are additional to program fees, and must be arranged by you. Interstate participants may arrange for the executive coaching sessions to be conducted via phone or teleconference.

#### **Where are the coaching sessions held?**

The venue will be announced prior to the commencement of the program.

#### **Who designs and facilitates the program?**

The program is designed and facilitated by Gillian Fox. Gillian is one of Australia's leading experts on women's career advancement.

# WIBF CAREER COACHING PROGRAM FREQUENTLY ASKED QUESTIONS



## ***Your current role and other participants***

### **What level is the program targeted at?**

This program is designed specifically for emerging female leaders in banking and Finance, who've achieved one or two promotions and are looking to grow into an executive leadership role. Typically, participants are aged 25-39.

### **Am I too junior to attend?**

If you're career motivated and have received at least one promotion since starting work, you're welcome to attend. You can always call us to talk about whether the WIBF Career Coaching Program is right for you.

### **Am I too senior to attend the program?**

If you've read the program description and think you would benefit from the development areas discussed, you're welcome to attend (regardless of your age or role). You can always call us to talk about whether the WIBF Career Coaching Program is right for you.

## ***Gaining approval to attend***

### **I'm keen to enrol. How do I sell it to my manager?**

In almost all cases, your employer will pay for you to attend the WIBF Career Coaching Program. As a first step you should sit down with your manager to discuss the program. Before your discussion, we suggest you print:

- Your most recent performance review, and
- This document on the WIBF Career Coaching Program.

By specifically matching your development areas with the deliverables under this program you can easily make a compelling case for attendance.

### **What if I can't get support from my manager?**

We suggest you speak to both your direct manager and HR about the alternative ways the company may be able to support you attending the program.

# WIBF CAREER COACHING PROGRAM

## FREQUENTLY ASKED QUESTIONS



### *Payment and logistics*

#### **How does payment work?**

You are able to register and make payment online  
- <http://www.wibf.org.au/programs/wibf-pathfinder-coaching-circle.html>

#### **Costs:**

WiBF Member: \$4,000 plus GST

#### **What happens if I need to cancel?**

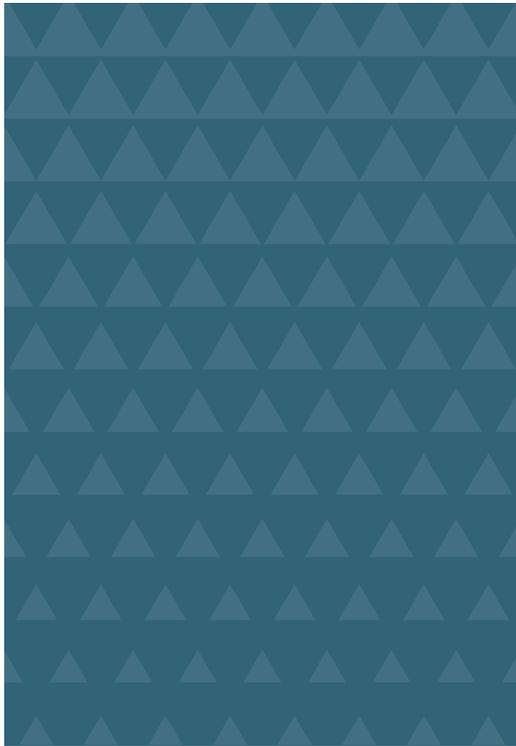
We offer a full refund of registration fee for cancellations 20 days or more prior to the program commencement. No credit transfers provided. No refund or credit transfer will be provided for cancellations 19 days prior to the program commencement. A substitute attendee can be nominated by the corporate member organisation.

#### **How will I be allocated to coaching sessions?**

As soon as your position in the program is confirmed, one of our team will call you to book your three executive coaching sessions.

#### **What if I miss a session?**

We understand that you're busy and sometime urgent commitments arise. Typically we're able to accommodate you with an alternative session over the next 3-9 months. Contact us and we'll see what's possible.



## **About the program lead**

The WIBF Career Coaching Program is delivered for Women in Banking and Finance by Gillian Fox Group (GFG).

GFG is one of Australia's leading authorities on women's career advancement. They deliver programs across Australia & Asia Pacific helping organisations advance more of their women into leadership positions. WIBF Career Coaching Program leverages GFG's extensive experience, helping emerging females in the finance sector to command respect, stay driven and get promoted.

GFLD's past performance is evidence of the programs impact as detailed in the following:

- 28% of participants have been promoted during the course of the programs
- A similar figure have been promoted in the six months after the programs
- 92% of alumni remain in the industry

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## **Contact us:**

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