



Three Step Process for Using SkillScan Online to Help Clients Gain Clarity!

In this edition of Coach Insights, Certified Life, Career, and Retirement Coach, Lorrie Eigles, shares her three-step process for assisting individuals with life and career transitions:



Lorrie is a thinking partner who guides people to live happier and more effective lives. Her experience as a Life Coach has been with corporate, small business, education, non-profit and community people. Lorrie specializes in life enrichment, life transition, career transition, and retirement. As an accomplished artist, she also specializes in coaching creative people: artistic or creative problem solvers. Lorrie loves coaching people to realize their dreams!

As a Life, Career, and Retirement Coach, I work with clients ranging from their late 20's to late 60's, with the majority in their 40's and 50's. All of my clients come to me wanting to know "What's Next?" in their lives. They are confused and typically at some type of life transition, such as being unhappy with their careers, sending their kids to college, needing to develop a new identity after a divorce, or wanting to imagine how to live the next 30 years of their lives as they approach retirement.

Three-Step Process: I have a three-step process to help clients reach their goals and dreams: (1) Gaining Clarity; (2) Researching Options; and (3) Taking Action. Being a thinking partner, I guide clients through Step 1 to help them get very clear about who they are, what they most deeply desire in their lives at this point, and what they have and want to contribute. This clarifying step is one that people seldom take the time to do or even know is an important step to take. Yet without clarifying their core "inner" information, they find themselves floundering when they take action, since they don't know upon what to base their action.

When clients are considering careers changes, I have them take three inventories: **SkillScan Online**, the Strong Interest Inventory, and Myers-Briggs Type Inventory-Career version. If they're looking at more personal aspects of their lives, I may have them take only **SkillScan Online** in addition to written exercises and other relevant tools. Even in their personal lives, it is helpful for them to understand what skills they want to use.

She coaches clients in the Kansas City area and throughout the U.S.A. (Myauthenticlife.com)

SkillScan Online allows me to dig deep with my clients to help them:

- Identify the level of proficiency they have regarding all the skills.
- Realize many of the words describe skills—strengths they didn't know were considered skills.
- Learn that they don't have to automatically bring all of their skills from one job or life situation into the next, and that they have a choice.
- Sort through the skills to admit to themselves which of them they love to use, to what degree they want to use them (increase or decrease the usage), which skills they'd like to stop using completely, and which skills they'd like to develop (perhaps for the first time).
- Identify skills they'd like to develop for fun or to make a career change, and to decide if they want to build the skills immediately or sometime in the future.

Use of the Career Guides: After clients zero in on their best and favorite skills and skill sets, the Career Guides provide relevant career ideas that bring meaning to their results and help them take focused action. By showing the types of job titles and roles that use particular skill sets, the clients have realistic information to consider. If certain jobs would require additional education, the expanded content shows what the degree or certification programs might be called to prepare for new careers.

I also like to point to the overlap that sometimes occurs when certain job titles show up under multiple skill sets. While it doesn't automatically indicate they should focus on those jobs, it gives them additional food for thought.

Inner to Outer World: After clients have completed the first step of clarifying their skills, values, interests and passions, career and life criteria, and personality preferences, they summarize and prioritize this key "inner" information into a "Core Criteria Profile," which is a dynamic document that they use as a basis of comparison when they're looking at the outer world of opportunities. It helps them rule opportunities in or out according to how closely they match with what they said in their profile was most important to them.

SkillScan Online is an important tool in helping clients see how important their skills are and how choosing the ones they love to use will help them live much happier lives. It also opens them up to new possibilities. I'm very happy that SkillScan is available for me to use with my clients!