

Resource Sheet



Career Resources

This resource sheet highlights a selection of the wide range of publications and support material on offer on the theme of career development for individuals and those involved in career management and planning.

The list is not exhaustive and People In Aid does not recommend specific websites, publications or organisations offering services or support. Every reasonable effort has been made to ensure the accuracy of the material offered, however, we cannot be held responsible for any adverse outcome of using it or engaging the services of external agencies. All contact details are correct as of April 2007

For more information on vacancies see our Resource Sheets on Recruitment for International Staff and Volunteering.

Internships:

<http://www.accountability21.net/default.aspx?id=226&terms=internships>

Bright Futures, Positive Influence [Workforce Hub website](#).

Career Counselling and Coaching:

The organisations and individuals listed offer face to face coaching and some also provide support to staff on deployment

Some INGOs offer career counselling/coaching as part of their resettlement package e.g. Save the Children have negotiated an extension to the services their EAP (Employee Assistance Provider) scheme supplies, e.g. a number of follow up sessions when the individual has finished assignment.

EAP schemes are very popular in the US and are often run by health providers, but not exclusively, such as:

PPC, a global EAP provider offering counselling, management training and personal coaching.

<http://www.ppc-international.com>

ICAS, are also a global EAP provider focusing on employee welfare more widely from a health perspective

<http://www.icasgroup.com>

InterChange (part of the travel medical provider InterHealth) based in London

“Adult Careers Consultancy offering the opportunity to discuss career options, identify strengths, interests and transferable skills and explore new ideas for work or learning.” <http://www.interhealth.org.uk/interchange.htm>

Joy Lankester, InterChange, 020 7902 9000

(InterHealth travel medical clinic also offers travel medical services, psychological health and occupational health services and works with a number of UK based INGOs) <http://www.interhealth.org.uk>

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ACP International is a global organization with members in over 30 countries who provide life-long career related services. The site offers links to accredited career professionals globally.

<http://www.acpinternational.org/>**Publications, journals and career management tools****For individuals wishing to review their career options***Ethical careers guide 2006/7* available from <http://www.ethicalcareers.org/>*What Colour is Your Parachute*, 2007 (plus workbook), Richard Bolles (career review framework) available via his website at <http://www.jobhuntersbible.com/>*What should I do with my life?* Po Bronson http://www.pobronson.com/index_what_should_I_do_with_my_life.htm*Managing People in Emergencies*. People In Aid website containing practical advice and case studies on all aspects of people management in the aid and development sector.<http://www.managing.peopleinaid.org/people-development/career.aspx>*Career Anchors*, 3rd Edition, Edgar H Schein, 2006, published by Pfeiffer

A practical workbook to help assess current and future career options.

Prospects – the UK's official graduate website contains a range of online self assessment tools to help clarify career choices.http://www.prospects.ac.uk/cms/ShowPage/Home_page/Applications_and_interviews/Interviews/Test_yourself/Career_development_self_assessment_tools/plbflLL

Career Testing. Online career development profiling tests from West Associates - Business Psychologists.

<http://www.testing-direct.com/>

For HR staff or those responsible for career development within organisations:

Career Path, online newsletter produced three times a year by the CIPD and sent automatically to members of the CIPD online career management forum. <http://www.cipd.co.uk/communities/forums/ccm/careerpathnewsletter.htm>

Managing the Careers of Professional Knowledge Workers, June 2004, published by CIPD

Career Development, Tricia Jackson, Feb 2000, published by CIPD

<http://www.cipd.co.uk/Bookstore>

Career Development International, previously published as International Journal of Career Management, ISSN: 1362-0436

<http://www.emeraldinsight.com/Insight/viewContainer.do?containerType=JOURNAL&containerId=11099>