

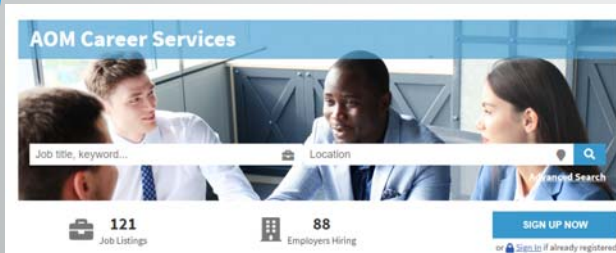
# AOM Career Services

## An Introduction to AOM Career Services Coaching



# What is AOM Career Services?

- AOM Career Services has two elements:
- AOM Career Services Committee – AOM-member led committee dedicated to supporting colleagues in job search and job placement process.
  - AOM Career Services Administration – AOM function responsible for setting up and running recruiting and placement operations, such as job posting, job boards, and career fairs.



AOM Career Services Committee and AOM Career Services Administration work closely together to support jobseekers and employers in the recruiting and career development processes.





## What is the uniqueness of AOM Career Services Coaching?



AOM Career Services Coaching differs from mentoring.

- Mentoring is a longer-term relationship between colleagues that crosses topics, including and not limited to the job search process.
- Several AOM Divisions offer mentoring programs, which are excellent opportunities to become more involved in a field of interest.

AOM Career Services Coaching does not provide immigration or legal guidance.

- Coaches are not experts in immigration laws, visas, and international employment rules and regulations.
- Please seek guidance in these areas from immigration law experts, government agencies, or other, knowledgeable sources for immigration, visas, and related topics.



## What is the uniqueness of AOM Career Services Coaching?



AOM Career Services Coaching does not provide professional counseling.

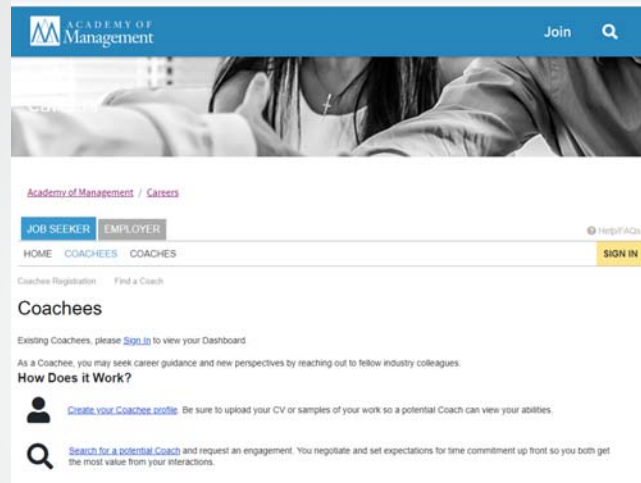
- Coaches are colleagues focused on assisting peer colleagues in career-related development and advancement and are unable to provide any other professional counseling as a part of AOM Career Services Coaching endeavor .
- Please seek professional counseling assistance as needed from trained, licensed counseling professionals.



## How does AOM Career Services Coaching work?

An AOM member who desires a coaching session would follow the following steps:

- Go to the [Coaching Center](#)



- Click on the appropriate links to create a coachee profile, where you can upload your CV or other documents that may help address your coaching needs, such as a cover letter draft or other documents, and to search for a potential coach.





## **Who is an AOM Career Services Coach?**

- AOM Career Services coaches are volunteer AOM members dedicated to collaborating as a peer with the coachee as a colleague.
- The role of an AOM Career Services Coach is as a peer counselor to provide information, advice, and support to the coachee for career counseling.
- AOM Career Services coaches do not direct or supervise the coachee, and do not provide long-term mentoring to coachees as part of AOM Career Services Coaching endeavor .



## **Who can receive AOM Services Coaching as a coachee?**

- AOM Career Services coaching is available to all AOM Members as part of the AOM membership and no additional fees are charged.
- The AOM Career Services coachee's role is to openly communicate with the coach.
- It is the AOM Career Services coachee's responsibility to determine what actions to take and to implement those actions.
- The AOM Career Services coach-coachee relationship is short term as most coaching opportunities can be addressed in a single one-hour coaching interview.
- The AOM Career Services coach and coachee may mutually decide to meet for additional coaching sessions, exchange follow-up drafts of vita or cover letters for review and comment, or other actions the coach and coachee agree are needed.

