

Reverse Career Path Phone Script

WHAT Do I say?

Get Past The Receptionist:

Hello. My name is _____.

I am considering making a career change, and would like to ask a couple of questions about the field.

Who should I talk to?... Are they available right now?... Thank you.

Introduce Myself:

Hello, Mr/Ms _____.

My name is _____, and I'm hoping you can help me?

I am considering a career change into the _____ field.

My goal would be to become a _____ (Dream Job),

But I need more information to determine how to get there.

Could you answer a few questions for me?

If they hesitate... try this!

"I am not asking for a job, I just need some information... I promise I will not keep you more than 3 minutes."

or

"Is there someone else who can give me three quick minutes?"

Ask Questions So I Can Design My Reverse Career Path:

- What education/qualifications are required for _____ (Dream Job)?
- From what positions do people get promoted into _____ (Dream Job)?

Repeat these two questions for each job they tell you about until you back-track to a position you are qualified to do today... now you have identified your Entry-Career Jobs.

Ask the following questions to identify more options:

- What other career paths would allow me to get to _____ (Dream Job)?
- Tell me about peers who are _____ (Dream Job), but took unusual paths.
- What are some of the other non-traditional ways to get to _____ (Dream Job)?
- What is the application process for _____ (Entry-Career Job)?
- What makes someone an excellent _____ (Entry-Career Job)?

Make The Close:

Always thank them for their time.

If appropriate, get their mailing address and send a thank you note.