

Career Pathway Advising

Date: [Insert Date]

Dear [Client's Name],

I hope this message finds you well. I wanted to take this opportunity to discuss your career aspirations and the potential pathways available to you as you consider a career change.

As we have previously identified, your skills in [Insert Relevant Skills/Experience] provide a solid foundation for transitioning into [Insert Desired Career Field]. I recommend the following actionable steps to guide you on this journey:

1. Evaluate your current skill set and identify transferable skills.
2. Research potential industries and roles that align with your interests.
3. Networking: Reach out to professionals in your desired field for informational interviews.
4. Consider further education or training that may be necessary.
5. Update your resume and LinkedIn profile to reflect your new career objectives.

Please feel free to reach out to discuss any of these steps in further detail or if you have any questions. I am here to support you throughout this transition.

Best regards,

[Your Name]

[Your Title]

[Your Contact Information]