

Dear Spouse,

Novo Nordisk A/S is happy to offer you individual support and career counselling and for your arrival to Denmark. To assist us with this, we cooperate with the consulting company Spousecare. Before you arrive in Denmark, you will be contacted by a Spousecare consultant to discuss your wishes and needs. If you are already in Denmark, we will set up an initial meeting where you will hear more about the programme.

Once you are actually here in Denmark, you will be able to get support and career counselling for the first six months. This offer applies within the first three months, unless otherwise agreed.

Here is a summary of the 6-month programme:

1. Individual tailor-made support for each spouse/partner:
 - a. The programme starts with a personal meeting with a Spousecare consultant soon after your arrival in Denmark.
 - b. There will be at least four personal meetings during the 6-month period, along with invitations to join events, network meetings and workshops.
 - c. Cultural integration and family support, incl. support for children with special needs.
 - d. Coaching – in order to deal with culture shock and personal issues.
 - e. Hotline: in addition to the individual meetings, you can get in touch with your Spousecare consultant by mail or by phone for further counselling and advice.
2. Career counselling and job search step by step:
 - a. Assessment of your skills, education and work experience.
 - b. Development of career plan for actual job search.
 - c. Adjustment of CV and assistance in making application letters
 - d. Help to identify potential employers and job openings, training for interview
 - e. Different methods to apply for a job and tools to help you through the process.
 - f. The programme does not provide a job guarantee.
3. Networking & Workshops:
 - a. Cultural and professional workshops and social events and tours.
 - b. You are invited to join the exclusive Spousecare network and you can continue to benefit from your membership, including all our workshops and events for as long as you are in Denmark.
 - c. Your Spousecare consultant can assist you in being introduced to a social/professional network
 - d. If you are looking for a job, your Spousecare consultant can assist you in finding a professional network or contacts within your line of work.
4. Cultural understanding:
 - a. Introduction to the Danish culture and society, along with a practical guide.
 - b. Assistance with practicalities in regards to living and working in Denmark.

For further information, please contact:

Mobility Support: mobilitysupport@novonordisk.com

Spousecare: ap@spousecare.dk

We hope that you will benefit from this initiative, and we look forward to seeing you in Denmark.

Many kind regards,

Novo Nordisk & Spousecare

Today I had an initiating meeting with a consultant from Spousecare. I understand the scope of the programme and I wish to start the 6 months programme.

Date: _____ Signature: _____