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Job Seekers Advised to Turn Search Inward As Part of New Year's Resolution

Anne Brown, author of the newly released book *Grad to Great* (Dalidaze Press, 2007) says job seekers should focus their search on themselves before embarking on a job hunt. "Some inner soul searching can do job candidates a lot of good, especially over the holidays when companies are less likely to be hiring anyway," said Brown. "Most job seekers try to retroactively make their resumes fit a specific job description instead of proactively determining what types of assignments and tasks are most appealing to them and then going after those jobs. A little soul searching before the actual job search can save both the job seeker and the employer a lot of time and money down the road."

Other New Year's Resolutions for Job Seekers Are:

Resolution #1:

Learn to Manage Your Energy

People who manage their energy well are happier employees, and happier in general.

Ways to Manage your Energy

- Simple breathing exercises practiced once or twice throughout the day can have a huge impact on your attitude.
- Eat six small meals as opposed to three larger ones, and don't skip breakfast.
- Meditate
- Don't stress out about things you have no control over. Only expend energy on problems that you can resolve in a timely matter.
- Stop wasting time at work talking to "energy drainers". These are people who whine, complain, gossip, and do nothing for your career other than bring you down.

Resolution #2:

Set Goals

Learning how to set goals effectively will make you a more productive worker and help you realize your aspirations sooner.

Ways to Set Effective Goals

- Learn to set goals that are measurable. For example, instead of stating that you want to get more experience in your chosen field, make it a goal to obtain an

- internship with one of ten specific companies in the next two months. Give yourself a way to measure your success.
- Answer the questions: where do you want to be in 2 years; in five years? Visualize where you see yourself at different stages of your life and make a list of goals to help you get there.

Resolution #3:

Choose to Have a Good Attitude

Your attitude is up to you. People who are happy all the time make a conscious effort to see the positive side of any situation.

Ways to Improve Your Attitude at Work

- Exercise daily even if it's just for 20 minutes.
- Believe that everyone acts with the best of intentions. If someone does something that upsets you, take a deep breath and try to see the situation through their eyes. Where's the good intention?
- Get to work on time. Give yourself plenty of time to deal with traffic, errands, and any morning routine you might have.
- Carve out an extra 15 minutes in the morning for you to get a cup of coffee, do some exercises, read the paper. Don't rush around in the morning – it causes stress.
- Don't read work email before bed.
- Focus on the task at hand and stop trying to multi-task all the time.