

# Love Your Job - Helping you to love your job or to find a job you do love

## Welcome to my newsletter, January 2011

Happy New Year

Have you made resolutions? To be honest I'm getting a little fed up of every newspaper and magazine suggesting things we can do to make a change, especially about losing weight or giving up smoking. Why does it have to be the first of a new year? If we want to make a change we can do so at any time, like my decision to start getting fit and healthy on 2<sup>nd</sup> October 2009.



The only way we are going to make significant changes is if we want to, no article is going to lead to a significant change unless this is something we already want to do.

What I'd like to suggest is less about setting resolutions and more about making some changes to help you live a better life, or to get more out of your life. One of my plans is to get to bed before 11.00pm each evening.

I also think we should be more accepting of ourselves, to accept our faults and to take small steps on where we want to go. I came across The [Optimists Creed](#) on New Years Eve, and posted it on my blog as I think it has special meaning around this time but is also something to continually refer to. I've got it printed out and it's on my wall.

The [wheel of life](#) helps you to assess where you are against 8 different areas, these can be anything you like but could include health, wealth, career, relationships, love, contribution, fun, education.

So you could follow the advice in the wheel of life and rate how you are doing against each area and make plans for what to do next, and coaching can often help! OR you could take the approach I'm taking. Which is creating a list of what you want to do.

I've decided to list everything I want to do in a number of areas - business, education/personal development, health, financial, relationships, travel. It's not going to be a list where I can fail, but more a tick list of things I want to do and which I can tick off on completion. I've already listed 23 countries I want to visit and my next step will be to prioritise them. With my business goals I'm putting them into 3 categories - high, medium and low, with the first group being those I'd like to work on in the next 6 months.

My education/personal development includes reading a book a week and to expose myself to wisdom for both myself and to utilise in my work with my clients.

### Looking back

You may like to spend time looking back over 2010 and think about what you have achieved, and these areas above could be useful. I'm really pleased with my health goals, and also

with my business, but I still work too hard, so my plans for 2011 include keeping Sundays as a day of rest, certainly not switching my computer on, turning off receiving emails from my phone and spending more time out in the countryside and/or with family. This past year I lost 60lbs in weight (just under 5 and 1/2 stone) and reached a point where I could do 60 dead lifts with 28kg. Typing this up it doesn't seem a lot, averaging at 5lb a month, but it's a good example of how baby steps will get you there. It's my increase in strength and fitness that I'm more proud of than the weight loss.

This past month has seen me make good progress on my next book, it's only about 25% complete but I'm fine with that. I've not been able to fully commit to the book as my website is going through a major review to make it much clearer to find everything. I've also revised some of my programmes, created a version of my [LinkedIn book](#) aimed at small business owners, revised my [CV eBook](#) and got ahead on my OU course, plus I have had some relaxation time as well.

2011 is going to be hard for many, with so many people likely to lose their jobs. I appreciate that not everyone can afford to work on a one to one basis with me, hence creating the Job Search Support Programme and also writing my Books How To Get A Job In A Recession, Now You've Been Shortlisted plus my ebooks.

Wishing you all the very best for the month ahead, and as always please don't hesitate to get in touch if I can be of help.

Best wishes, Denise x

### Job Search Support Programme

#### Winner of a National Career Award, 2009

Need to be motivated to find a new job?

Join a group programme to get you focused on all aspects of job hunting.

**My Job Search Programme won a National Career Award in November 2009.** It comprises 9 modules and phone seminars where you call into a number and learn from the comfort of your home. **Don't worry if you can't make the call as they will be recorded.** Plus you can email me your questions and know that I'll cover them in the session.

**First session starts on Wednesday 5<sup>th</sup> January. Read more and sign up at:**

<http://www.jobsearchsupport.com/jobsearch.html>

**Buy the programme individually and it is £272, save £65 - Excellent value at £207**

## The Optimist's Creed

### Promise Yourself

- To be so strong that nothing can disturb your peace of mind.
- To talk health, happiness, and prosperity to every person you meet.
- To make all your friends feel that there is something worthwhile in them.
- To look at the sunny side of everything and make your optimism come true.
- To think only of the best, to work only for the best and to expect only the best.
- To be just as enthusiastic about the success of others as you are about your own.
- To forget the mistakes of the past and press on to the greater achievements of the future.
- To wear a cheerful expression at all times and give a smile to every living creature you meet.
- To give so much time to improving yourself that you have no time to criticize others.
- To be too large for worry, too noble for anger, too strong for fear, and too happy to permit the presence of trouble.
- To think well of yourself and to proclaim this fact to the world, not in loud word, but in great deeds.
- To live in the faith that the whole world is on your side, so long as you are true to the best that is in you.

The Optimist Creed was authored in 1912 by Christian D. Larson and is found in his book *Your Forces and How to Use Them*. It was adopted as Optimist International's creed in 1922. The Optimist Creed is found in hospitals and used to help patients recover from illness. Sports coaches have used it to motivate their players.

**'Our destiny is not mapped out for us by some exterior power; we map it out for ourselves. What we think and do in the present determines what shall happen to us in the future.'**  
Christian D. Larson

## Managing your career

Sometimes I work with clients who do not get much support from their boss. It can be because they expect us to be an expert and not need support, or perhaps they just haven't considered the need.

I've always really appreciated working to a manager who takes on a mentor role as part of his/her managerial duties, but not every boss has done this. What can help is to find a mentor, either within or outside the company, someone you can discuss things with, use as a sounding board and who, especially at the beginning will provide the reassurance that our decisions are sound.

We can also be proactive and ask for feedback from our managers. Perhaps to schedule a monthly meeting where you talk about what you have done, your successes and are also open to feedback on how things can improve.

Have a think about the relationship you have with your boss. is it helpful? What could make things better? Could you do anything to change things at work?

Would you benefit from talking with someone external to your business? Please get in touch if you think I may be able to help.

## How long should a CV be?

Perceived wisdom is that a CV should be 2 sides in length, but is this right for everyone? People vary in the amount of experience and examples to include in their CV.

A recent graduate is only likely to need a CV of perhaps a side and a half, and certainly shouldn't pad it out with irrelevant material. A highly experienced mid life professional may well find that the two side max is not enough space.

Just recently I've been helping Kate with her CV. She had followed the advice in my [eBook: Create a CV](#) and had created quite a good CV, but it was all a bit squashed, dense paragraphs which made it hard to read and too much important examples were lost.

I went through and turned the dense paragraphs into bullets and put a bit more white space between jobs and sections. It's now over 3 sides but is a much easier read and I'm sure she will have great success.

How is your CV? I have a series of questions you can ask as you review your CV which you can access [here](#).

## Buy the CV eBook: Create a CV or join with the CV job search module

Need help in creating an effective CV? My [Create a CV eBook](#) has been **completely revised** and it is now much easier to create a great CV. Alongside the 69 page eBook you also get the 26 page word workbook which helps you to work on all the exercises in a format that can then be used to create your CV. You get 3 templates to use too!

Purchase my CV eBook "Create a CV" to enable you to create your own CV. This is a very cost effective method of getting a CV. For £10 you get a 69 page e-Book to guide you step by step through creating your CV, how to submit and how to follow up.

**Completely revised you now have all the exercises in an accompanying 26 page word book making it much easier to build your CV.**

**Opt for the job search module and you also get to participate in the phone class, have all your questions answered, and then listen again and again via the downloadable MP3 recording.**

Read more and purchase the module at:  
<http://www.jobsearchsupport.com/module4.html>

## Blog

I've written 14 blog posts in December, Here's a link to a selection, visit the blog for many more

- [Should you have a tidy desk?](#)
- [Understanding abilities, what's key when seeking career choices](#)
- [Not getting shortlisted, what's going wrong?](#)
- [CVs and LinkedIn – avoid the cliches for career success](#)

You can subscribe to my blog using this link:  
<http://feeds.feedburner.com/AmazingPeopleBlog>

## Twitter

Here are a few of my recent tweets - why not 'follow me' on twitter or book mark this link so you can keep up to date with interesting short links. <http://twitter.com/amazingpeople>

- The Intro and Chapter 1 written for my new book
- RT @ThisIsSethsBlog Seth's Blog: What are you working on? <http://bit.ly/gHfnOk>
- <http://bit.ly/hellKF> -list of 10 careers with high rates of depression
- I know you are busy, but try and take some time over the next couple of weeks to think about what you really want in your career
- In our busy careers we all need time for inner reflection <http://bit.ly/h2AbY1>

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### Denise in the media

- Featured in **The Sun** on 23 December 2010- **Just the job .. online**
- **Quoted in Metro Newspaper** on over used words in CVs, December 16th

### I'll also be one of the experts on [The Guardian Career Forum](#)

- Wednesday 5th January - **Sticking to your new year's careers resolutions**
- Thursday 13<sup>th</sup> January - **Using social media in your job hunt**

## What Denise did last month

- Continued with my Open University course in sports and exercise psychology and wrote 1<sup>st</sup> essay
- Continued training to be a Reach Personal Branding Strategist
- Weekend in Oxford including afternoon tea at The Randolph
- 2 days assessing for the Civil Service Fast Stream
- Produced LinkedIn for Small Business Owners
- Drafted 6 chapters for my next book
- Snowed in for days and turned to carbs, not good for my weight loss
- Online networking calls with Wendy and Lindsey

## LinkedIn for Small Business Owners



**How to use LinkedIn to find a new job** is helping many people use social media to aid their job hunting.

I had a request for a version aimed at business owners, so I delivered. If you are a small business owner, or know

someone who is and haven't seen how LinkedIn can help develop business, then look here

<http://www.brookhousepress.com/ebooks.html>

## The Wheel of Life

The wheel of life is a way of portraying your life as segments of a circle, allowing an easy visual display on where your life is out of balance. You take a circle, and divide it into 8 segments. You then label each segment such as : Fitness/health, Career, Wealth/Money, Personal & spiritual growth, Fun/recreation, Love/significant other Friends/Family, Physical environment/home, Creative/self expression, Life style/possessions.

Each segment starts at 0 at the centre, and goes to 10 at the outer edge. You next rate your level of satisfaction in each life area where 10 means you are fulfilled and satisfied, 5 means there is significant room for improvement and a 1 is an area where you are totally unhappy. Interested in reading more - download the exercise here: <http://www.amazingpeople.co.uk/pdf/wheel-of-life.pdf>

## Getting a job in HR - reply to an enquirer

If working in HR is your goal, then starting to study for CIPD qualifications will demonstrate your commitment to this. There are certificate of personal practice courses that are quite low cost and you can find out much more via the CIPD website.

I'd suggest you join as an associate member, not sure of the exact status but getting Personnel Today would give you some details n HR issues. You could then probably join networking events.

I'd schedule fact finding/informational interviews to build your network and connect on line via LinkedIn too. You can then ask these people how you can improve your CV. You could get a job in an HR consultancy and use your sales/marketing background and then train as you work and later segue into HR.

## Ask Denise a Question

Sometimes you need some advice, but you don't need to book a full session so why not take advantage of the new Ask a question by email service. **Pay £20, send Denise a question of up to 100 words and get a reply within 24 hours Monday to Friday.** You can use the £20 link at the bottom of the [payment page](#).

**Want to get this newsletter each month? Sign up from my website and you can also get my highly acclaimed '10 Steps to A Job you Love eProgramme at no charge!** <http://www.amazingpeople.co.uk>

**Get in touch:** For a confidential chat about how we could work together [email](#) or call me on 01684 772 888

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