

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

Welcome to my newsletter, July 2011



Welcome

Are you having a great summer? We're doing less festivals this year, we decided to spend more time enjoying living in the country. I've done some interesting things in June including going to the

Cheltenham Science Festival. I learnt a lot, and other things went well over my head. I'm not sure why I signed up for some many physics sessions but I'm hoping I'll get it soon!

I've been very busy of late, not only clients but improving the services and materials I provide my clients. My strengths in wanting to provide an excellent service and to always stay on top of new developments leads to a weakness, working too hard and then getting tough on myself when things take longer than I hoped. I'm still revising my job search materials and would much prefer to get everything revised before I let you know, but as soon as I'm happy I'll tell you.

Almost forgot, got my exam results and **I got a distinction** for my Open University course in sports and exercise psychology. I knew a distinction was possibly so I worked hard and I'm now very pleased ☺

All the best till next time, Denise x

What questions do you have about how to get a job in a recession?

The 2nd edition of my 1st book will be out at the end of the year. If you have any questions you want me to address please let me know

Interview and Assessment Centre Coaching

It's brilliant to get shortlisted, especially with such fierce competition, and you don't want to blow the interview with a less than optimum performance. This is when I get help, providing 121 specific coaching for the particular job. This past month I've helped 2 clients get job offers, for well paid jobs that were exactly what they wanted.

Once I get approached I provide guidance on how to prepare for interview answers and then we do a mock interview with feedback on 2 levels, I provide feedback from the interviewer perspective, and then again as a coach, working with my clients to answer questions effectively. **Read more [here](#).**

How to change career

When people want to change jobs but don't know what to do there are different routes they can take

Look at job ads, find some that appeal and apply - At first glance this looks like a good option, spend time looking at online job sites, find some you think you can do and then start applying. But unless you are really clear what it is that you want to do any application can be too general to get you shortlisted and then people feel down as they aren't making progress.

Think it might be the organisation - So a teacher might change schools, and a marketing manager might change organisations. This might work, as it can sometimes be e.g. a managers approach that makes us worse. However many people make a change with a lot of personal upheaval and a couple of months on feel just as bad.

Talk to recruitment consultants - However they will look at your CV and start putting you forward for jobs similar to what you have already done, or not take you on as you don't know what you want and they aren't sure who they can pitch you too.

None of these are as effective as taking some time to plan what to do.

It's often worth spending time to think about

What you dislike about your current situation

1. Your strengths - skills, abilities
2. Knowing how you work best so you know the best sort of boss to have
3. Knowing how much time and money you are willing to invest in retraining

What might help?

If you haven't already done so you can sign up for the '10 steps to a job you love eProgramme' via my website

Talk to people and see what they suggest

You could get ideas by taking assessments. This ranges from the [iStartStrong](#) at £30 to the Highlands Ability Battery. Read more on my assessments section of my website

Scheduling a session or more with me.

Once you know what you want to do then you can focus on job search, and there's lots of support I offer but you need to know what you want first of all.

I'd love to know what you think and it would be brilliant to hear your views on my facebook page - I think it is so much more interactive than on a blog. **If you aren't already linked to me on Facebook here is the link: <http://www.facebook.com/amazingpeopleUK>**

Body Language

I can't stress enough to you how important your body language is during an interview. Whether you do it consciously or subconsciously, your body language expresses your feelings to the person that you're speaking with. Interviewers pick up on these things and they have significant impact on their decision making process.

Have you ever spoken with someone who won't look you directly in the eyes? The feeling that you have about their communication skills differs quite a bit from the person who will look right at you. You probably won't feel a connection with the person that's spending more time looking at their feet. You might wonder if they're even interested in speaking with you, or have questions about their confidence level. Your body language plays a big part in the relationship building process that happens during the interview.

Here are some tips to help you improve your body language during your next interview.

Eye contact: This is a very crucial part, not only of the interview, but in your daily contacts with people. Maintain good eye contact with the people with whom you are interviewing. Do not glare at them. Do not look down, up, or to the side of them; that strongly suggests a lack of confidence. However, do look at them in the eye in a friendly manner. Look directly at the person when you speak. It is okay to look away for a few seconds especially when you may need to think about a response to a tough question. Only look away for a small number of seconds and then return your focus to the interviewer. If you feel uncomfortable holding eye contact with people, look at the forehead, just above their nose.

Posture: Maintain proper posture throughout the interview. Slouching and leaning down in your chair reflects laziness, lack of interest, and a lack of confidence. Being too rigid and tense will convey inflexibility and nervousness. Be comfortable. Keep your shoulders up and back. Put both of your feet on the floor. It's all right to lean slightly towards the interviewer.

Don't lean on the interviewers' desk: Many people will lean on the desk of the person in front of them. You're invading that person's personal space, and by making them uncomfortable it won't help you leave a good impression.

Remove barriers: Be careful not to create defensive barriers between yourself and the interviewer(s). Don't leave your briefcase on your knees, or keep your arms folded or your legs crossed. It may feel natural to you, but it does create a defensive barrier between you and the interviewer(s).

Gestures: Gestures, such as use of hands, eyebrows, etc., can enhance your message if they are not overdone. Raising your eyebrows at something interesting or exciting and using your hands to express a point and relay a story, all add to your presentation. However, if these things are overdone, they will distract others and take away from your message and the interview.

Don't fidget : Be aware of any nervous habits that you have. Don't tap the desk, play with your hair, bite your fingernails or touch your face constantly. These will be noticed by the interviewer, will serve as distractions and are indications of your low confidence level.

Watch your hands! If you're the kind of person who likes to gesture with your hands, keep them in check.

Be natural: The more natural that you can appear to be, the better chance you have of creating a good relationship in your interview. Don't stress about all of the things that you're supposed to be doing or not doing. Practice before you go into the interview so that you aren't focusing on your physical mannerisms and missing out on what you're being asked.

Developing rapport

- **Notice the tone of voice** the interviewer uses. If they are very business like, do not be overly cheerful, but if they have a friendly tone, do be cheerful and enthusiastic.
- **Match the pitch, rate and volume.** If the interviewer speaks slowly and softly, with a low pitch, don't talk in a loud and rapid manner, you will overwhelm them.

Bar Gymnastics

I'm a fan of Seth Godin, and read his blog daily. I recently read a post called [Bar Gymnastics](#). He wrote that when at school he did the minimum in his gym class and how most people seek to do the minimum, they do what's expected and that's it!

He writes that a very few people, work to relentlessly *raise* the bar. She's the one who over delivers on projects, shows up ahead of schedule, instigates, suggests and pushes. Raising the bar is exhausting, but the people that do get to experience a fundamentally different day, a different journey and a different reputation than everyone else.

I've always fallen into the category of raising the bar, think it's in my genes, to always want to make improvements, do that bit more, make suggestions. It worked when I worked for Royal Mail, I got promoted, to lead new projects and be part of improvement teams. And I got noticed, which led to invites to get involved in other projects.

I carry on in my business, I want to be the best I possibly can in all the work I do - I continually review the services I provide, to update materials to provide extra items that aren't listed for clients.

What about you, what would it be like if you raised the bar?

Why not try it for this next 2 weeks?

There are really only three types of people: those who make things happen, those who watch things happen, and those who say "What happened?" – Ann Landers



AWARD WINNING CAREER COACHING COMPANY

Job Search - Supportive Critique

A new service, developed to help you when you know what you want but you just don't know what to do. You get expert help for 8 weeks, get in touch to discuss if this will be the right option for you.

Who is this for?

You know what you want, but you are unsure how to plan a successful job search campaign. Don't be one of the many people who waste months, if not years doing the wrong things.

Let me provide you with a strategy and guide you through your first application.

START

- You need to be clear on what you want to do. I'll provide guidance to help you research options so you can clearly state the job you are looking for.

PREPARE

- We'll work together on creating your targeted CV. Follow guidance to do as much as you can yourself, then I'll carefully review and enhance. I might get you to do more work, this means you gain the knowledge so you know what to do for next time.

APPLY

- Guidance will be provided on how to apply for a job. Together we will construct an application - the research you have to do, create a cover letter, complete an application form, and how to follow up.

BUILD REPUTATION

- Create an effective LinkedIn profile and learn how to use LinkedIn effectively
- Learn how networking and approaching companies direct can help enhance your chance of success

STAYING MOTIVATED

- I'll provide guidance and suggestions on how to do this. For 8 weeks you will submit a weekly summary on what you have done, and get personalised feedback.

COSTS

- This approach may not need traditional 50 minute sessions, but shorter focused sessions with us then working individually.
- The fee is £350. This can be paid in 2 instalments of £180 if preferred.

Denise Taylor, Double award winning career coach, Amazing People
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10 steps to a job you love eProgramme

3,170 people have gone through this programme, amazing!
I get emails from people telling me how helpful it is.
Sometimes it has been all somebody needs and that makes me happy, my mission is for everyone to find a job they love.

I'd love to get your feedback - would you 'Like' my [Facebook page](#) and make a comment on what you got out of it, would make me happy ☺

Blog

I've written 15 blog posts in June. Here's a link to a selection, visit the blog for many more

- [Interview tips – shared on the radio yesterday](#)
- [Be Known, social networking on FaceBook](#)
- [Using a recruitment agency](#)
- [Working from home – pros and cons](#)

I do urge you to come over and look at the articles I post on my blog, often short, often relevant to what's happening in the news. You can even subscribe and get them brought to your inbox each time.

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

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## 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>

- Be Known, social networking on FaceBook, do you really want/meed it? <http://t.co/PWom2RR>
- Saturday session - 5 hours working with H, he's just left brimming with ideas, great energetic session for both of us
- Full day with clients. Great feedback from Steve. His new CV has got him shortlisted
- The Amazing People Daily is out! <http://bit.ly/iqIuLc> ▶ Top stories today via [@bobwarren](#) [@careerhero](#)

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Supporting Young People

Young people need help - both in ensuring they make the right choice at 18+; university or a job, what job, what course? Too many young people take the wrong course and drop out, or graduate and then realise they are on the wrong career path. As they graduate they need help in getting a job, how to create an effective application.

This past month I've helped 2 young men who made the wrong choice for university and dropped out, another who is very unhappy in his first job after gaining a 1st class honours degree, and a 4th who I've helped plan his career and he still has 1 year to go before he graduates.

Read more on my services to young people [here](#)

How's your 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.** [Read more here.](#)

Denise in the media:

I have been talking with quite a few journalists this past month. Sometimes there is a long lead in between helping and the article appearing in the press. I'll be quoted in the September editions of **Glamour** and **Elle** and also in the next edition of **Chemistry World** and **Student Accountant**. My interview on how to stay positive through job search was picked up in numerous publications including the CMI website.

I was on **Radio WM** last week talking about what to wear, and not wear at an interview. I was also in The **Sunday Express** and **Daily Mail** giving my comment on a possible BBC3 TV programme where young people compete for a job online.

What Denise did last month

- Gained a distinction for my OU exam in sports and exercise psychology
- Went to Cheltenham Science festival
- Saturday at Wireless Festival dancing to Chase & Status and the Chemical Brothers plus Linton Music Festival
- 22 client sessions
- Helped lots of journalists, see above

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 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 £2 x 10 links 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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