

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

Welcome to my newsletter, September 2011

Welcome



Gosh I'm busy, working on the 2nd edition of [How To Get A Job In A Recession](#). More details will follow in a special edition.

Last week I was on BBC Radio Scotland discussing how to fall in love with your job again. I was due to be on Radio Scotland a couple of weeks ago, discussing female unemployment but the interview kept getting bumped because of news about the riots. They did say they would contact me about another interview.

On Tuesday I got a call to see if I was free to talk about falling in love with your job. They had spotted the [Glamour Article](#) which included advice from me and that had prompted the call.

I'll often do radio interviews by phone but they wanted a good quality connection so I was booked in at BBC Radio Gloucestershire studio. I do a lot of radio interviews so I wasn't nervous, just need to be on the ball as I've no idea what questions they will ask me.

All the best till next time, Denise x

How to love your job

People start to feel unhappy in their roles for a number of reasons:

1. A return from holiday can make it hard to switch back into work mode, people want to keep the holiday feeling. This is the time people get dissatisfied and start to look for a new job.
2. People have outgrown their job and are bored.
3. Familiarity breeds contempt. They focus on the negative.
4. Thinking that there are better jobs out there, the grass is always greener.
5. Too much work - people leave and the work gets shared between the remaining staff.

You can decide to get another job but you still need to 'like' if not love your job till you do leave, and it can take time to get a new job.

Here's some of the advice I shared on the call

1. Remember the good times and why you took on the job in the first place
2. Think of the benefits - financial, colleagues, location.
3. Decide to love your job, and focus on the positive.
4. Be clear on what it is that you dislike. Then you can look at how you can make small changes.
Job enrichment means having more meaningful work, and taking on more responsibility (Frederick Herzberg). Doing the minimum is unlikely to help in the long term.
6. Talk with your boss. Don't moan about what you don't like but go in there with a plan, think in advance of what you would like to do, what would make your work life more interesting.
7. Be willing to do a bit more, get involved in company wide projects, volunteer to take on an extra task, be known as the person who will attempt the difficult.
8. See if you can do a sideways transfer or look into a job swap.

It's not just about the job, your job is not your life.

One way to be unhappy is to expect too much from the job. Our work persona is just one aspect of who we are. When we are in balance and when e.g. the job gets us down we still have other parts of our life - our roles as partner, sister, friend, gym fanatic, our amazing dress sense etc that help us to value ourselves.

Autumn term

There are 16 weeks till Christmas. If you are looking for a new job you have time to work out what to do and get focused on job search. Need help? Schedule a job search coaching session with Denise

The 15 minute focus rule

When you have lots to do it can be easy to get distracted. An approach I've been using as I've been working on my book is to set myself 15 minutes and for that short amount of time to be 100% focused on the task. I then take a 1-2 minute break, to grab some water and then decide if I want to focus for another 15 minutes. Sometimes I continue for an hour or more. I get so much more done than when I follow thoughts and distractions.

Why not try it and let me know if it works for you?

Help with interviews

I'm a director of Zoominterviews which provides online access to high quality videos of interview answers. We have produced numerous vignettes. These include the question, and why we ask the question, a model answer, and why this is a great answer. Currently there is free access (but only for a limited period) and you can access the videos here.

<http://www.job.zoominterviews.com/>

You need to use this code at the checkout: **ZoomJobUK**

This is a brilliant deal, gain access to the videos of your choice and all the additional materials too. It's high quality, I helped to write it!

I urge you to sign up today at

<http://www.job.zoominterviews.com/>

If you stand for nothing you will fall for anything.

Questions to ask at a job interview

I was asked to write an article for the Total Jobs site on questions to ask at the end of the interview. Far too many candidates miss out, and say that everything has been covered, which makes for a weak ending. You can read my list of tips on [the site](#).



Interactive Brochure

To help you find your way around my website I've created an interactive brochure and you can access it [here](#). **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>**



Taking minutes

Another client has got a job offer and he starts next week - congratulations!

Part of his job will be taking minutes and he asked me for some advice. There are plenty of books on sale about minute taking but I wonder if he might benefit from the approach we used when I worked for Royal Mail.

A meeting starts with an agenda

Too often agendas are full of items that are always on an agenda, or items that get discussed but never really reach an outcome. So my first suggestion is to ensure that there is a desired outcome for each agenda item and a set time to discuss this. It keeps everyone focused.

Keep minutes to the essential points

Don't try and note everything that was said, but focus more on the key points and what the decision was. As minute taker summarise your understanding before moving on to the next item. This should include the action step, who is going to do what and by when.

Be smart with your time

Use a laptop to write things up during the meeting, it saves masses of time and you can edit on the spot.

Circulating the minutes

Do it as soon as possible. If these need to be signed off by someone you should be able to get it to the person within the hour and circulated to everyone the next day.

I've used this both when working with Royal Mail, and also when involved with a church parochial church council, and various voluntary organisations. It makes everyone very happy to get minutes so quick BUT it does take a little bit of training of committee members. When I was involved with my local church one poor elderly committee member said 'but we always talk about the heating' but it was a chat with no purpose.

Let me know if you use this approach or ask me a question if anything is unclear.

Denise in the media:

- Article published on [Total Jobs](#). Questions to ask at a job interview
- Quoted on the [Chartered Management Institute web site](#) re the need to develop communication skills
- Various online quotes on apprenticeships and alternatives to University qualifications.
- Fall in love with your job again, quoted several times in this article in [Glamour](#)
- Five signs you're in the wrong job, my article on [Jobsite Insider](#)
- Contributed to research for article in [Elle Magazine](#), Sept. No direct quotes but a recommendation for my book [How to Get a Job In a recession](#).

Blog

Just 8 blog posts this month as my focus has been on my next book. You may be interested in:

1. [Interview coaching](#)
2. [Where people go wrong with job search](#)
3. [Researching companies using social media](#)
4. [The 8 things to consider when writing your CV](#)

I do urge you to 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>

- Negativity isn't the way to go, smile more, eat some chocolate - Ed Sheeran
- RT [@jimstroud](#): Is This 83 Year Old Woman More Empowered Than You? <http://bit.ly/qO0pS8>
- <http://www.managementtoday.co.uk/news/1087073/> 1 in 5 workers would consider an illicit affair to get promoted
- RT [@ThisIsSethsBlog](#): "I'm under a lot of pressure..." <http://bit.ly/qVZBP5>

What Denise did last month

- Went to V Festival and Endorse it in Dorset festival
- Hosted a party with Bruno Gallone playing
- 12 client sessions
- Got my manuscript written and sent to the editor
- Lots of country walks and pub meals!

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

Amazing People - Career Coaching, Counselling and Guidance - Assessments - Job Search Support - Assessment and Development specialist: <mailto:denise@amazingpeople.co.uk>

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