

GET THE JOB

Developing Good Habits

If your search bogs down, turn to these best practices

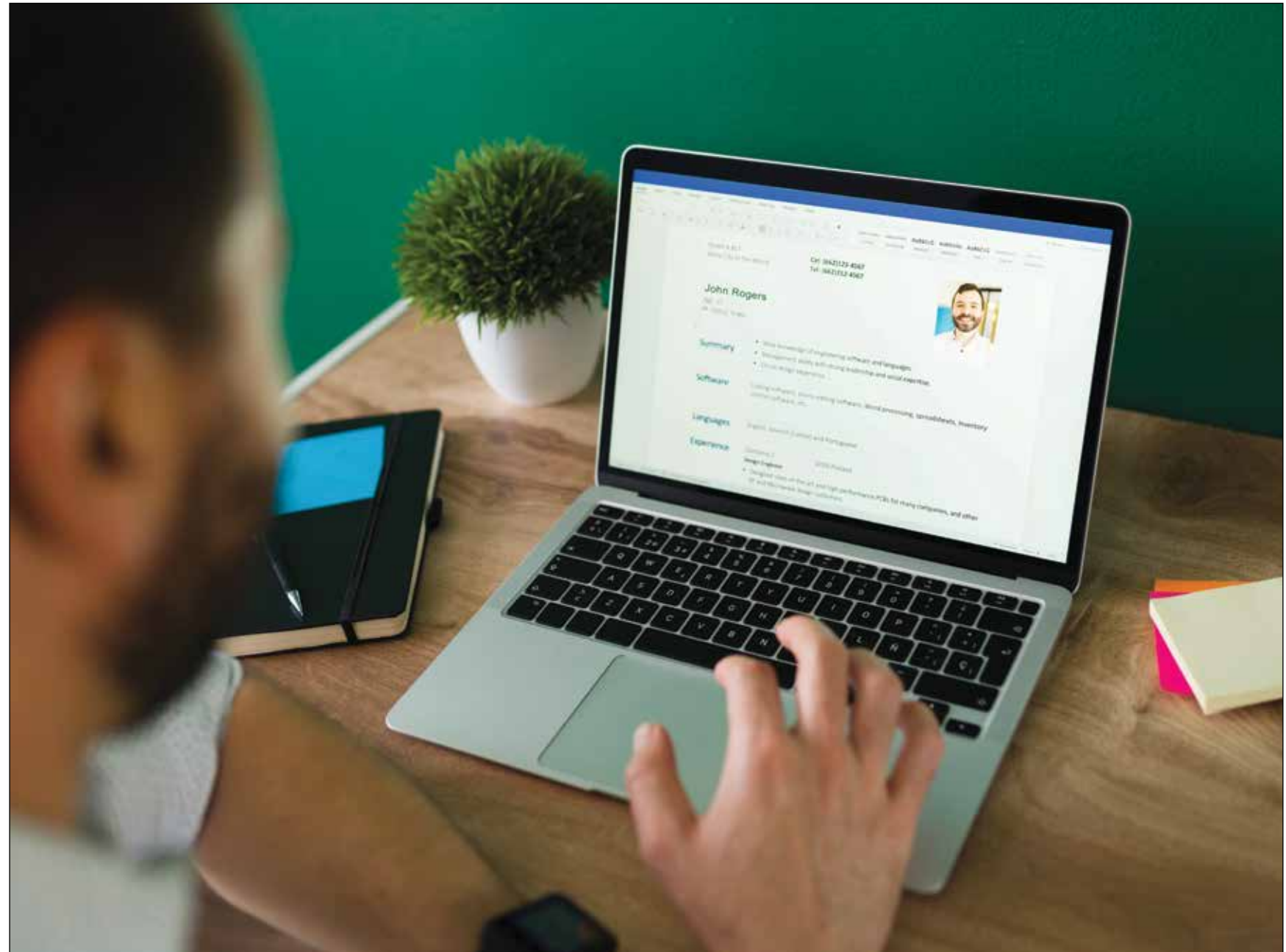
Job seeking can be a stressful, exhausting process. You may be dealing with stress over financial pressures, not to mention anxiety about starting over with a new employer. Bad habits can take hold along the way. That's why it's important to develop and follow best practices to stay on track.

SEARCH TOGETHER

There's a sense of camaraderie to be found with other job seekers, so widen your circle to include them. They may also be aware of open positions that you haven't yet noticed. Create a shared community, whether online or in person, where you can discuss new job openings. You can also take advantage of this space to discuss personal challenges and opportunities. Time spent between jobs is far less stressful when there's a sense that you aren't alone. You'll be there to share potential employment leads, but also critical advice or even a shoulder to lean on. You could become one of the first to apply after receiving a hot tip, and perhaps a friend for life long after you've moved on to your next job opportunity.

DON'T STOP UPDATING

Your employment has ended, but your resume doesn't have to remain static. Continue updating your application materials to focus on requirements for each individual employment option. These customizations will help your cover letter, resume and LinkedIn accounts stand out among other applicants by highlighting the special educational and professional achievements



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that a hiring manager is looking for. Many companies employ software that searches for keywords, making constant updating even more critical. At the same time, you can continue professional development projects – and include them on your resume. This shows that you've remained engaged with your field, even between jobs.

ASK FOR HELP

If you feel like you've reached a professional dead end, reach out to career counselors, professional resume writers and leaders with industry groups. They can help you tailor your search toward new challenges to spark new career momentum. Discuss your jour-

ney with friends, family and other professional contacts. Being open and honest will help them better understand how to help you to your next success story. Former coworkers and industry leaders have likely been in the same position at one time or another. They may also know about new roles that would suit you perfectly.