



5 Essential Tips for Managing Job-Hunting Stress

Unfortunately looking for a new job can be a stressful, time-consuming and energy-sapping task. Add to this financial pressures, work and family responsibilities, not enough hours in the day, low self-esteem and dipping confidence levels and you can begin to understand how looking for a new job rates alongside divorce and moving house as one of life's greatest stressors.

But it's not all doom and gloom! There are practical steps that you can take to protect yourself and ensure that you maintain your sanity and mental well-being throughout the process. If you employ these strategies you will feel in greater control of the job-hunting process and ultimately feel in greater control of your life and career.

Tip One Get Organised

At this stage it's essential that you cover off the basics. Spend some time reflecting on your past successes, prepare a standard cover letter that you can tailor to particular applications, update your resume and brainstorm your achievements and accomplishments. Spend time developing a job-search plan, allocate some time to registering with recruitment agencies, researching companies online, networking with family, friends and colleagues and responding to jobs advertised via job boards or print media. Having a plan and being ready for action ensures that you feel in greater control of your own destiny.

Tip Two Stick to a Schedule

This is just as important when you are job-hunting as when you are employed. Giving yourself strict timelines for achieving tasks and goals will keep you focussed and ensure that you give yourself essential down time – see Tip Four. I would even go so far as to recommend booking time into your outlook calendar or diary. By following this simple advice, you will be motivated to follow up on job applications and will be able to monitor how much time you are spending on job-hunting.

Tip Three Simplify Your Life

There is no better time to de-clutter and de-stress your life by getting rid of non-essential items and activities. With more time on your hands it may be a good idea to clean out that cupboard, get rid of all of those old papers and organise your study. It's amazing how clearing out and reorganising will unblock your chakra and give you more energy and renewed perspective on things. This is also a good time to minimise your financial stresses. If you are able to "tighten your belt" do so. With reduced financial stress you will be able to make decisions based on your needs and wants and not just on what you ought to do or feel forced to do.

Tip Four Give yourself a Break from Job-Hunting

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Yes, we all know finding a new job is important, but you need to look after yourself during the search. After all, a cranky and stressed-out job-seeker is not going to be all that appealing to prospective employers. Try not to alter your routine too dramatically – if you regularly attend the gym then keep up your exercise routine, try to eat healthily and remind yourself that there are other things in life apart from job-seeking. Seek support from your family and friends and use the free time that you have to catch up with others. Staying social and connected will ensure that you maintain perspective and give you something else to focus upon.

Tip Five
Keep Talking

If you start to feel overwhelmed and disillusioned you are not alone. Make time to talk and interact with others. Your friends and family will be a great source of support for you at this time and will give you perspective and an outlet when you are feeling down and disillusioned. Job-hunting is hard work and can take its toll on you emotionally and mentally so it's important to maintain focus as well as reflect on your past successes.

Are you currently job-hunting? What is your experience?

I'd be delighted to hear your story. Feel free to touch base with me – I'd love to hear from you.