

Career Management Digest

Step Out of Your Comfort Zone And Transform Yourself

If only we could blink our eyes or snap our fingers and –boom! Our lives are transformed. Impacting change is not that easy. Making changes is hard work. Perhaps you want to change jobs, move or even go back to school. Change can start with a dream and add in action steps. Before you know it, you have a goal and are impacting change.

What Does It Take To Transform Your Life? Seven Ideas To Get You Started

John C. Maxwell, American author, speaker and pastor has written many books primarily on leadership. One of his more famous quotes is “Change is inevitable, growth is optional”. I have used this quote many, many times in my career. Change is going to happen, but whether we learn and grow from this change is our option.

The same principle applies to every other area of our life. I have a friend who states she hasn’t read a whole book from cover to cover in many years. This year, she has a goal of reading books for pleasure. She set herself a one book a month goal. Is that attainable? Absolutely. I know another person who wanted to have more money to spend for Christmas gifts for her kids. She got herself a gallon container and every night she puts all her loose change—every penny, nickel, dime and quarter—into it at the end of the day. Her goal was to save about \$1 a day. For several years, she’s done just shy of \$365 a year. Amazing! Another person told me of their goal to work at a specific position within a company. They had the education needed for the higher-paying position, but no experience. The person was able to get hired at the company with an entry level position. Once there, he started asking questions to understand/learn, accepted overtime and volunteered to be trained for other roles. Every chance he had, he shared the goal of wanting to advance. About two years after starting, he was approached by HR and asked to apply for this position...and he was hired!

Here are a few of the ideas to help you bring about transformation in your life:



1. Face your fears. That’s how you conquer them. Don’t dismiss them; face them. Say, here’s what I’m afraid of. I wonder what I could do to change that. Face your fears today and every day.

2. Exercise your willpower to change direction. If what you’re doing isn’t getting the results you want, change. Pick a new destination and go that way. You have to get started and don’t have to go backwards. Re-boot, set a timeline and go for it. Watch it make the difference.

3. Admit your mistakes. Sometimes you have to admit them to others. Here’s one of the best phrases in the English language: “I’m sorry.” Those words could start a whole new relationship. They could start two people going in a whole new direction. Admit your mistakes to yourself. It doesn’t hurt to sit down and have a conversation with yourself and say, There’s no use kidding myself.

Here’s where I really am. I’ve got pennies in my pocket and I’ve got nothing in the bank. I don’t want this to happen anymore.

4. Refine your goals. Start the process. Set some higher goals. Reach for some higher purpose. Go for something beyond what you thought you could do.

5. Believe in yourself. You’ve got to believe in the possibilities. You’ve got to believe that tomorrow can be better than today. Believe in yourself. There isn’t a skill you can’t learn; there isn’t a discipline you can’t try; there isn’t a class you can’t take; there isn’t a book you couldn’t read. Believe.

6. Seek wisdom. Ask for help. Ask for input/constructive criticism or helpful hints. Call it what you like, but ask for and seek out wisdom or new knowledge.

7. Conserve your time. Sometimes we get faked out. Motivational speaker Bill Bailey says the average person says, “I’ve got 20 more years.” But Bill says you’ve got 20 more times. If you go fishing once a year, you’ve only got 20 more times to go fishing, not 20 years. That fakes you out.

~Valerie Kvale, Career Planner/Placement Specialist, Workforce Development, Inc., Freeborn County

The complete post originally appeared on SUCCESS.com. To read the complete article, go to: <https://www.jimrohn.com/13-ways-to-improve-your-life/>



Step Out of Your Comfort Zone

Enhance your job seeking by projecting a business culture image and leave the image of your social culture behind.

Create and promote a business persona in every aspect of your job search --- on paper, in person, through your voice, etc.

Put “average” and “good enough” behind you --- it will not be enough to simply be screened in as qualified for the job --- know upfront that you will have to exceed the expectations of the employer to earn the job.

Keep In mind the Basics of Business Etiquette: Four Simple Things:

1. SMILE --- as you approach others.
2. Maintain eye contact --- as you approach others and while talking.
3. Offer a firm handshake --- with warmth and confidence
4. Make introductions --- greet others by name as well as introducing yourself

Redirect your Job Search so that as a job seeker – you will see how to improve the odds for employment by reaching the person who has the authority to hire YOU.



HMMMMM.....

Realize that in the OPEN JOB MARKET, one will find only 15% or less of jobs available in the local labor market and then consider that this is where 80% or more of All Job Seeking Competition will be as well.

But Now...

Realize that in the HIDDEN JOB MARKET, one will find 85% or more of the jobs available in the local labor market and then consider that this is where only 20% or less of the Job Seeking Competition will spend their time. Here... in the Hidden Job Market actively looking for an opportunity.

What ODDS are you willing to play in your own all important Job Search?

~ Ed Duda, Career Planner, Workforce Development, Inc., Olmsted County



POSITIVE QUOTES TO INSPIRE YOU

“ Change your thoughts and you change your world...”

~Norman Vincent Peale

“ They won’t remember most of what you say; they will remember how you make them feel...”

~Chris Gardener

“ Children have imagination, a quality that seems to flicker out in so many adults...”

~Jacqueline Kennedy

“ I hear and I forget, I see and I remember, I do and I understand...”

~Confucius

“ You miss 100% of the shots you NEVER take...”

~Wayne Gretzky

“ The greatest danger for most of us is not that our aim is too high and we miss it, but that it is too low and we reach it...”

~Michaelangelo

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