

Top 5 Tips – Part 1

1. Be vulnerable. It's okay to ask people for advice! Too often we think we have to sell ourselves as this know-it-all hot-shot to get a job, but I have found the best way to build relationships with people whom you'd like to work with (or for) is to start by being vulnerable, sharing your admiration for their work, and asking for advice. I recommend doing this with professionals at companies you'd love to work for, long before they have a job opening you apply for.

2. Don't always follow your passion. 'Following your passion is one of the most common pieces of career wisdom. If you study people who end up loving their work, most of them did not follow a pre-existing passion. Instead, their passion for the work developed over time as they got better at what they did and took more control over their career.'

3. Create your position. Don't just sit around waiting for your 'dream job' to open. Study the industry or field that you're looking to move into, and determine a company or two that you'd like to work for. Figure out their challenges through relationships or public information. With this, you can craft a solution for them that you can share directly or publically through a blog, for instance. The concept here is to get noticed through offering a solution to help them with no expectation of anything in return.

4. Learn how to listen. Job seekers are so caught up in conveying a certain message and image to the employer that they often fail to listen.

Powerful listening is a coaching tool, as well as an amazing skill to have in your life. The art of conversation lies in knowing how to listen– and the same applies to job interviews. Know when to talk, when to stop talking, and when to ask questions.

5. Start at the top and move down. We all know that generally speaking you need to start from the top and move down. Why approach human resources in hopes that your resume makes it to the hiring authority? Just get it there yourself. Be careful to use tact, respect and clarity during the process, but nevertheless, go straight to the decision maker.