

CAREER INSIGHTS

EDITOR, BOB PODGORSKI



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General Meeting Dates

2nd and 4th Monday, Monthly

7:00 to 9:15 pm

Ministry Center

729 Grand Canyon,
Hoffman Estates, IL

- 8/23 - "Strategies in Building Optimism"
- 9/13 - "The Electronic Resume"
- 9/27 - "How to Win The Job Race"
- 10/11 - "What Small Companies Want in Employees"

ABOUT THE MEETINGS

The General Meetings of the St. Hubert Job and Networking Ministry consist of a career presentation / topic, followed by formal networking. Bring your handbill, resume copies or business cards to use in the facilitated networking portion of the meeting.

All St. Hubert Job and Networking Events are non-denominational, free and open to all occupational categories.

Newcomers Meeting - second Monday—6:00pm before the regular meeting.

THE THRILL OF THE (JOB) HUNT

We were pleased to have past alumni Tony Kripas join us for a seminar he put together that incorporated many of the aspects of a successful job campaign that the Ministry has emphasized over the years. However, this was not a repeat of what we have been teaching entirely, Tony added a great deal of new material, experiential examples and unique twists on a number of the themes associated with job search.

Here is an example of some of the key topics Tony covered that can help you in your quest for a new position.



Tony began by saying, "It's Eat or Be Eaten (out there)!" Meaning that each person is responsible for taking charge of their career search and making things happen—the phone won't ring without dynamic and consistent actions against a well thought out plan.

Some of the unique tips Tony suggested were to Bond with the Job Owner. This only happens when you do your research on who they are, what they do and what they need, then to convince them you are the solution. Tony emphasized

Temp Work as a way to earn while you search and it can be done without impacting your unemployment benefits—but it has to be managed to that objective. He also said, whether temp or a full time position, the hiring manager will want to - Know your basic strengths and your secondary strengths. You need to be prepared to discuss these concisely, confidently and with assurance you have the depth to combine with the valued skill set you bring to

their problem solving. One suggestion was to use Hoover's, a directory of company information, to get to know and speak their language.

With all the candidates out there seeking work and in some cases similar work to your specialty, it is important to - Become competitive and aggressive with your job search. Tony further emphasized Follow-Up with the employer to stay visible and in their bulls eye. You will not get the nod for an offer unless you - Show enthusiasm and excitement about the opportunity they have to offer.

Our thanks to Tony Kripas for his personal insights.

FUTURE EVENTS CALENDAR

FREE RESUME REVIEWS AND SEMINARS

Listed below are Resume Review and Seminar Events to place on your calendar. Please join us.

RESUME REVIEWS

9/11—Sat. 9:00am to 11:00am
St. Julian Church—Chicago

10/9—Sat. 9:00am to 11:00am
St. Francis de Sales Church—Lake Zurich

11/20—Sat. 9:00am to 11:00am
Orchard Evangelical Church—Arlington Hts.

SEMINARS

Thurs. 9/9 - 7:00pm to 9:00pm
"Personal Branding" Community Presbyterian Church — Mt. Prospect

Sat. 9/25—9:00am to Noon

"WITH SIX YOU GET EGG ROLL"

Remember the 1960's movie with Doris Day and Brian Keith where she has a family with three daughters and he has a family with three sons and they get together? There's a Chinese food restaurant scene wherein her family and his get free egg rolls with their order. If you don't recognize this light comedy movie,



you are probably too young and if you do recognize it, you are probably one of the Baby Boomer's who grew up with that slogan a-fixed in your memory. Well, the point of all of this is as follows:

1. One or two actions in a job search most likely will not make for a complete meal — a job offer—it takes a lot of actions—most likely 6+++.
2. By working together like a team you can maximize each others results through partnering — it can also give you differing perspectives on job campaign problem solving
3. Differences are great equalizers — They help you to grow by the challenges they may represent. That growth broadens one and can make for a more attractive package from having the experience, applying the lessons learned and creating a new skill set.
4. Taking a complex thing such as merging families or conducting a job search in difficult times will no doubt require some humor to get through it.

"Behavioral Based Resume Writing" - Itasca Public Library

Sat. 10/16—9:00am to Noon
"Interview Coaching—getting past Average" Prince of Peace Church — Palatine

Sat. 10/23 -9:00am to Noon
"Finding Your Unique Selling Proposition" - Location—TBD

*Free Resume Review
Unemployed?
Underemployed?
Seeking a job change?*

Then Join us and our six Search and Human Resources Professionals for a face-to-face Resume Review. Open to all and non-denominational. See event calendar, page 1.

“... each person is responsible for taking charge of their career search and making things happen — the phone won't ring without dynamic and consistent actions against a well thought out plan.”

Tony Kripas

St. Hubert Job and Networking Ministry

**729 Grand Canyon
Hoffman Estates, IL 60169**

**Phone: 847-925-6005
Fax: 847-925-6020**

**Email:
bpodgors@harpercollege.edu**

Find us at:

**Http://finance.groups.yahoo.com/
group/
St_Hubert_Job_Ministry/**

Who We Are...

The Saint Hubert Job and Networking Ministry was founded in March of 2003. It continues to be a well attended job support group providing spiritual and career guidance, networking opportunities and a forum for helping one another through job transition. Join us for a meeting and gain the advantage in your job search. We are there to help you reconnect.

REINVENTING YOURSELF

It was our pleasure to feature Susan Fignar, President of Pur*sue, Inc., at a seminar along with co-host St. Thomas the Apostle Church, in Crystal Lake, IL. Sue's firm works with executives and professionals at all levels helping them to formulate a presence that enhances their career image. We asked Susan to help us better understand how to change ourselves and move toward reinventing ourselves to appear more attractive to an employer and gain competitive advantage.



Susan told us that first impressions occur within the first ten seconds of meeting someone and that 55% of their first impression is visual, taking into account appearance, behavior and our attitude. "It's Show-Time!" she said emphatically. She continued, "you can meet your next employer almost anywhere and we need to be prepared, in all three perspectives."

In appearance, she covered the

ground thoroughly—from hair to foot. "After all, she said, 95% of communications is non-verbal." You need to consider facial expression, gestures and mannerisms to pass muster.

Susan used the gift box example, one wrapped with a bow and one plain. We tend to get more excited about the one with the bow and ribbon. "(Thus,) we CAN become the wrapped box!"

Next to be addressed was demeanor starting with punctuality, our stance, smile, approachability, gestures and handshake. Susan covered rapport building and relationship strengthening, attitude pointers and preparing ourselves with positives.

Susan gave us a form to use to reinvent ourselves and help us to brand our uniqueness. It included action steps we'd take in six areas to affirm our positive qualities and steps to take over the next 90 days. We had a lot of fun with this interactive seminar, while we learned a great deal about how to hone what it takes to renew and reinvent ourselves.

THE DYNAMIC JOB SEARCH

At a past meeting of the Job Ministry we featured Peter Cahill, an HR trainer and organizational development expert.

Peter addressed the group and focused his remarks on Chapter 12 of the book "In Search of the Perfect job.", Author, Clyde C. Lowstuter, (a former presenters as well).

Peter suggests that our behavior is important to getting results. He talked about self-doubt and its impact — feeling defeated. Job search, he assured us, is more an art form than a science. It is learned and made to be artful by practice, however, self-coaching limits our feedback and can limit our improving on this art form.

Peter talked about the 3 components of Job Search—showing us a triangle, each point titled as

Credibility, Commitment and Communication. Under Credibility he listed the following :

- Resources
- Branding
- Resume summary relevance / descriptors

Commitment was listed as -

- Taking on challenges at your peek daily energy level—not when at your weakest
- Mapping your progress

Communications provides for -

- Sharpened listening
- Development of targets - communicated to enlist support
- Collaborating collectively for results

In conclusion, he asked us to answer what we will **start doing**, what we will **continue to do** and what we will **stop doing** to reach job search dynamics?

Interviewing From Both Sides of the Desk

Andy Lester is an IT Geek. That is not a dig—it is a reality—he calls himself the Geek-guy. But one of his specialties comes from his book "Land the TECH Job You Love." Andy has spoken to the Milwaukee Job Camp and other job seeker venues and we had Andy present at Village Presbyterian Church of Northbrook on the subject of this article.

He began by providing us a little background. As a hiring authority in IT, he saw hundreds of resumes, both Tech and Non-Tech and he was unimpressed—he would help us better understand how to reach and hold a hiring managers attention. He then spoke about motivation—he recommended that life is too short to be in a job we hate.

He assured us that we are all Awesome and unique—but to a hiring manager often deluged by unimpressive resumes—we can become like a snowstorm and he is doing the shoveling.

He recommends a cover letter that is specifically written for the job and company. What is true for one opportunity is not true for another. You also must provide your awesomeness since it is not self evident. You have to tell them in terms they understand.

He recommended that we become comfortable with talking to people, networking and describing our awesomeness. The social side is required these days more than ever. "Go to conferences !" Andy said. They are a goldmine of information and for job seeking.

Regarding the resume—he suggests starting with a "Mile-long Resume, containing everything good about you." From there,

you can cut and paste to meet the specifics of any job you feel qualified for. All the material about yourself is in one place—a master copy to be tailored to the job. He also suggests that, as Roger Ebert once said, "No good movie is too long and no bad movie is too short. So, make your resume relevant first, then concise to the degree necessary.



Andy covered interviewing as well. He gave 15 ways to kill an interview. But he said to remember that both the interviewer and the candidate do want to get to the same end.