

# KEPPIE CAREERS

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## KEPPIE CORNERS

A publication of Keppie Careers  
By Miriam Salpeter

**Is it time for a change?** Is the writing on the wall at work pointing to lay-offs? Were you hoping to be in a new job, with more money and new challenges by this point?

It's time to stop procrastinating. July is a great time for a job hunt, and if you play your cards right, you'll have a new career for a new year!

A top-notch resume and job search materials will speed your hunt along. Don't waste any more time (or money) at a job that isn't going anywhere. Hold yourself accountable! **Take the wheel and drive your own career bus!**

**June 30, 2008**

Please forward this issue to anyone who may be interested in job hunting or career advice. To subscribe, visit [www.keppiecareers.com](http://www.keppiecareers.com).

**Keppie Careers' Blog Selected for [career.alltop.com](http://career.alltop.com).**



For those not familiar with Alltop, it is a collection of "all the top" blogs in a variety of categories. I'm thrilled to be in the company of many prestigious bloggers!

Visit us online at [www.keppiecareers.com](http://www.keppiecareers.com) to review our resume transformations, discover our services and look over our free information. Please join us on Keppie Career's blog for career and job advice and up-to-date information: [www.keppiecareers.wordpress.com](http://www.keppiecareers.wordpress.com).



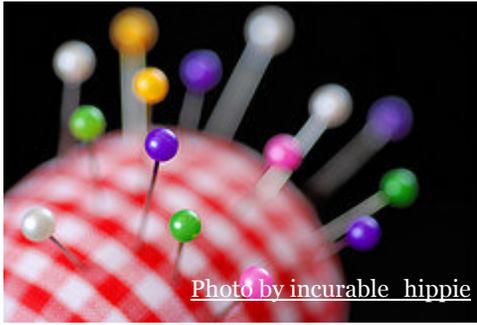
Photo: a second story

## Dog Days of Summer or a Great Time for Job Hunting?

Did you know that July is actually a good time to look for a job? July 1 is the start of the fiscal year for many companies, and may be a time when organizations or groups have access to a new influx of cash to hire team members.

If you've been keeping up your networking, you're in great shape to take advantage of opportunities. If not, get started TODAY with your networking plan. Follow [this link to my blog's networking](#) posts to get started on the right track.

**Keppie Careers provides a toolbox of practical tips, useful advice, support and encouragement.** When we work together, you will overcome obstacles keeping you from making positive changes in your life. We're not just writing resumes; we're offering confidence, clarity and job-search know-how!



## Pin Credit and Blame – Accountability and Your Job Hunt

**Accountability.** Wikipedia defines it (in part):

*Often used synonymously with such concepts as answerability, enforcement, responsibility, blameworthiness, liability and other terms associated with the expectation of account giving.*

**Ultimately, focusing on accountability pins both credit and blame where it is due.**

### What does it have to do with your job hunt?

When you are in the workforce, typically you are accountable to someone. There is a supervisor or board of directors overseeing what you are doing and offering guidance, constructive criticism and an incentive to get the job done.

**A lot of people need to be accountable to someone (else) in order to be successful.**

This (in part) is why some people are not well suited to striking it out on their own in a business or may not be successful working at home. Without someone to oversee their work on a daily basis, they are not as successful. *In a job search, most of the time, you are only accountable to yourself.*

**Here are 5 tips to help you hold yourself accountable in your job hunt.  
And 1 tip if you'd rather not.**

- 1. Set achievable goals.** Clarify your expectations. Look at your job search in the context of your life. If you are job searching full time without other responsibilities, you should be able to set the bar higher for what you can realistically achieve. If you are still working or responsible for your children full time, your goals should reflect that reality. Decide how much time you can spend on your hunt and focus most of that time networking.
- 2. Track your progress.** Hold yourself accountable to your goals. Personally, I love a check-off list; make a list of things to do and check them off as you go.
- 3. Give yourself incentives.** We all work best when we have incentives. You went to a “work the room” event that you knew you’d hate? You even talked to three people (your goal number)? Give yourself the afternoon off!
- 4. Consider getting a job search buddy.** This can be an in-person contact who goes to networking events with you or an online contact to commiserate about how long it takes to hear back from employers. Consider joining Secrets of the Job Hunt Network, a social network for career professionals and job seekers. You can message other job seekers and also view posts by career professionals. (I’m a regular contributor.)
- 5. Note your successes and less than stellar performances.** I have a client who charts his performance in interviews in order to learn from his mistakes and repeat his successes. Focusing on what you are doing well and learning from your mistakes will help keep you accountable to yourself and keep your job search moving forward.

### So, you'd rather not hold yourself accountable?

One tip for you – hire a coach to guide you through every step of the way! You don't want to update your resume for each job? Cover letters bore you? You're not sure what you have to offer or even where to start with your search? Contact me at results@keppiecareers.com.

**I will be happy to encourage, enlighten and empower YOU for success!**