

# Job Search: NAVIGATION MAP



## **Professional Branding**

- · Create/Enhance Resume
- · Online/Social Media Audit
- · Update LinkedIn & Other Profiles

## **Identify Job Prospects**

· Recruiter(s)

- · Job Fairs
- Set up job alerts
- NetworkLinkedIn
- Meetup Sponsors

Community Sponsors

· Social Media

# **Interview Preparation**

- · Watch our 'Interview Best Practices Workshop'
- Write out why interested and qualified
- · Practice 20-30 second 'Elevator Pitch'
- Skills Development/Training on requirements/pluses you may be lacking
- · Flush out day of 'Energy Plan'

#### Self- Assessment & Reflection

- · Goals and Motivators
- · Likes and Dislikes
- Target Career Path & Role(s)

# Strategy & Networking

- · Identify top 2-4 hiring trends/tech related to skillset
- · Engage in skills development of trends
- Increase community and Meetup involvement, attending 1+ events monthly
- · Develop 'Company Prospect List'
- Seek guidance from network on recommended resources, possible companies, etc.

## **Apply Effectively**

- · Apply SEO concepts to resume
- · Go 'Referral Route'
- · Weekly follow up on applications & positions
- Utilize 80:20 rule when applying
- · Engage in 'Candidate Risk Management'
- Make a second outreach attempt

#### **Post Interview**

- · Thank You Note/Email
- · Weekly Follow Up