

So, you just got laid off..?

You're in a good place. Read on...

It happens to everyone in their life at sometime or another. Maybe you saw this coming or maybe you didn't. The good thing is you have a lot of friends; some you haven't even met yet, who love you and are willing to help you in your search. You need to know a few things:

1. It's going to be OK.
2. It's not the end of the world.
3. You WILL find another (probably BETTER) job.
4. It's going to be OK.

This package is a collection of almost two years involvement with the OJT Tulsa career transition ministry. Consider this a "welcome package" to the ministry *and* your job search. It contains quite a bit of documentation and will answer a lot of the many questions you might have as you travel through your job search. Feel free to use the information in whatever way best suits you. You may want to read every page from beginning to end before you do anything (that's OK); you may want to jump in and start work on the first task you read (that's OK too). There are no rules; do what works best for you.

The package is broken up into three sections:

- "**1001 – Phase One**": With any adventure (and this is a GREAT adventure!) you have to start somewhere. For this adventure, you should start with the files in this folder / section. This information will guide you through self assessment; give you an idea of what to expect emotionally (5 stages of grief) and help you better understand yourself and what kind of job to look for.
- "**2002 – Phase Two**": Now you have a better understanding of what kind of job you want. Maybe it's similar or the same as the job you just had; maybe it's completely different. Either way; you should now be able to answer the question "What do you do?" or "What are you looking for?" Phase Two will help you polish up your resume and your "2 Minute Drill"; plus a few other things.
- "**3003 – Phase Three**": You're networking and meeting new people almost every day; having interesting conversations and learning amazing things about companies you may have never thought about before. By Phase Three you are getting job interviews! This section will help you to network and prepare for those interviews, standing out against the competition.

If you have a computer go to it right now and create a new folder on the "C:" drive. Name that folder "Job Search YYYY" (where YYYY = four digit year). This will be your central location for storing all your information.

Finally, a GREAT BIG THANK YOU to Bob Costello of MBC Associates who has been so generous to share most of the material you are about to read.