

Regaining Employment After a Layoff

Roundtable Discussion

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Since this session was not a formal presentation, but rather an informal dialogue, we have listed the top ten outcomes/suggestions that came out of the group discussion.

NOTE: These are not listed in any particular order because individual strengths and weaknesses will always vary. We hope you find these helpful.

1. Always keep your resume up-to-date (prepare for the worst).
2. If you are employed but you fear a layoff may come, don't wait - send out your resume and start getting into "interview shape".
3. Always carry business cards - even if you are unemployed. List your primary qualifications on your business cards.
4. Attend free or inexpensive seminars, conferences, user groups, (keep on networking).
5. Talk to friends, family, neighbors (creative networking) - they may know somebody hiring.
6. If interviewing/selling yourself is your weakness, practice role-playing with a friend.
7. Go back to your former educational institution to see if they have a career-planning department or career advisor – they might have contacts/ideas for you.
8. Concentrate on building your business skills. Many in our industry are more comfortable in front of a monitor than in front of a person or a group of people. Join Toastmasters. Network within your company and outside your organization.
9. Always keep an Internet job agent collecting potential jobs for you out there. Besides keeping your pulse on the job market, it also lets you know what you should be learning to stay current.
10. Take a **complete** inventory of your skills. Don't limit yourself just to IT jobs you have done before. You might find that your combined skills are extremely valuable in a non-IT role.