

## The Top 10 Commandments for Coping with Job Loss

By Rosanne Beers, MS, Coach

No one wants to think about it, but if you ever lose your job these guidelines will ease your transition.

1. **Allow yourself time to grieve.** Feel your losses. They are real. Process them and move on.
2. **Share your emotion with family and friends.** Talking to those we know and trust can help. But be selective. Some people will be reluctant to help you if you share too much.
3. **Assess your financial situation and take proper steps immediately.** Involve your family in developing a financial plan so they feel like they're helpful and supportive. Make budget cuts right up front to make your savings go further. Consult with a financial advisor, career consultant or a finance coach. They can usually save you more than their cost.
4. **Assess your values, interests, strengths, weaknesses, accomplishments, personal resources and goals up front.** Compare them with the needs of the organizations you interview with during your job search to find your best match.
5. **Set realistic personal, career and job search goals.** Treat yourself the way you would treat a dear friend in the same circumstances. You will need to be patient and loving and tough with yourself at times.
6. **Devise a job search plan.** Define strategies and target companies, then make contacts. Map out a schedule showing how you plan to use your time each day by devoting 40 hours a week. Maintaining your regular work hours will help reduce stress and help you readjust when you return to work.
7. **Work your plan.** Use a day planner and block off time for networking, research, creating promotional materials, cold calling, interviews and tracking your efforts. Consider the best times of day for each activity and stick to your schedule. If you work your plan consistently and treat it as a job, you will shorten your unemployment time dramatically.
8. **Maintain open communication with family members.** Seek their ideas and support. Listen. They may have some good ideas. If they are touchy remember they are going through a stressful time too. Don't place or accept blame.
9. **Continually review your options and job search strategies; change course as necessary.** Remember you always have options. If you can't see them, hook up with someone who can.
10. **Devise coping strategies to reduce stress and stay motivated.** Think about other stressful times in your life and the things that worked best then. If you are stressed out, you may not be able to think clearly. Follow the same procedure for coming up with things to motivate you when the going gets rough. What generally motivates you when you are going through hard times? The real point of this is to take extremely good care of yourself by getting rest and exercise and eating healthy. By taking good care of yourself you will survive and flourish.