

Dear Lois,

## Are You Ready for 2010?



For the Word · Smith, 2009 was a year of growth, both personal and professional. It's been a year of meeting wonderful people thru networking, conferences, workshops, webinars and professional associations. It's been a year of meeting jobseekers who have shown strength and courage and humor in these difficult times.

For many it was difficult year but we've said goodbye to 2009 and now it's time for all of us to turn the page and enter a New Year filled challenges to be met and with hope and plans for a better year. Let's make every day an adventure.

### Say NO to New Year's Resolutions! (GASP)

Resolutions, like rules are meant to be broken. And you know we always break them. Sometimes within hours, sometimes within days.

Instead, let's be pro-active rather than reactive. Prepare a

### 2010 "TO DO" LIST

NOT: I resolve to exercise, but HOW are you going to do it?

I will get more exercise by:

- Walking on the beach every day the temperature is over 40 degrees (My favorite)
- Go up and down the stairs more often (My doctor calls that exertion, I call it exercise!)

NOT: I resolve to do more networking, but HOW are you going to do it?

I will do more networking by:

- Increasing my attendance at conferences, business and professional events
- Adding 5 contacts a month to my LinkedIn and Facebook Profiles

NOT: I resolve to take charge of my job search, but HOW are you going to do it?

I will take charge of my job search by:

- Making sure my resume is the best it can be with the help of a professional resume writer like The Word\*Smith

You can do this. Whether a personal or professional "TO DO" list, jump start your year in a positive way. It doesn't have to be a giant change. Small steps sometimes work better. Review your list at the beginning of every month and make changes and updates. A great idea is to write a new list every quarter. Don't wait til next year.

### RESUME SOLUTIONS - WORKSHOPS & SEMINARS

I started a TO DO list early this fall. Actually there was only one thing that I wanted to do and that was to increase the topics for my Resume Solutions workshops and webinars. Sponsored by Meetingjobs' ESP (Educational Stimulus Program) I will be presenting these topics at scheduled webinars during the first quarter of 2010. For information and to register go to: [www.meetingjobs.com](http://www.meetingjobs.com)

Topics and schedules:

Resume Solutions for Independent Contractors - January 12, 2010

Resume Solutions for Career Changers - February 16, 2010  
Resume Solutions - Getting Your Resume Noticed - March 16, 2010  
Portfolios for Interviews - TBD

Do contact The Word\*Smith, if your networking group or association is looking for speakers on topics to assist members in their job search.

*I wish you all a year filled with sunshine and wonderful adventures.*

**Lois Gilbert**  
**The Word\*Smith**  
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