



NEW YEAR, NEW YOU

Don't forget to set career resolutions

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If you dread going into work each day, making resolutions is easy: polish off your resumé and start looking for a new job. But even if things are going well, there are advantages to setting career-related resolutions.

"The idea of setting a resolution is just a way of trying to be more conscious about living the life you desire," says Sharon Irwin-Foulon, executive director for career management and corporate recruiting at the Ivey Business School at Western University in London.

"Work is such a big part of most of our lives so I can see why (setting career resolutions) makes sense. What might they be? Anything from swearing less at work to dressing more professionally or promising yourself you're going to look for the next job in earnest," she says.

Of course, keeping a resolution can be a challenge. If your resolution is to swear less, consider asking your colleagues to remind you when you lose your way, Irwin-Foulon suggests. For more private goals, such as looking for a new job, con-

sider confiding in someone who'll hold you accountable to your action items and deadlines.

Want to make strides in your career but don't know where to start? Crystal Campbell, president of c2 coaching + consulting in Toronto and Ottawa, suggests using the "stop-start-continue" approach. "The process involves reviewing 2016 and thinking about what they want to stop, start and continue doing in their careers," she says.

Chances are you'll come up with at least a couple of resolutions that you can choose to tackle this year or set aside for now. "The key is to choose a resolution that is significant — one that would really make a difference in their careers in the year ahead," Campbell says.

She recommends making yourself accountable to your resolutions with these steps:

Prepare a plan.

Write down your thoughts, ideas and wishes. Be as specific and as clear as possible. "Be sure to include strategies and timelines for you to hit your resolution," says Campbell. "You'll also want to jot down new skills you

may need to acquire and people you can ask along the way for help."

Take action daily.

Commit to doing one thing every day that will take you one step closer to realizing your resolution, she advises. For example: read a motivational book, sign up to receive daily e-mails tied to your resolution, join a relevant LinkedIn group and contribute content, or provide updates to an accountability partner with whom you can share your progress.

Monitor your progress.

Establish specific times/dates to track your progress and stick to them. "Reflecting on how far you've come will help you to stay motivated. It can also help you identify and take some additional steps if you're not on track to accomplish your resolution," Campbell says.

Plan your celebration.

Imagine how you'll feel when you reach your resolution and decide how you'll mark the occasion. "It doesn't have to be a costly or lavish celebration," she says. "Anything from treating yourself to a specialty

coffee or favourite meal will do. The key is to plan your reward and revisit it from time to time to remind yourself what's in store once you hit your commitment."

Be careful not to set too many resolutions.

"Rather than putting the spotlight on numerous commitments, set one main career resolution," says Campbell. "You'll get more results by paying attention to one thing. Plus, you're more prone to experience the satisfaction that comes from achieving your resolution versus watching it fizzle out."

COMMON CAREER RESOLUTIONS...

Wondering what career resolutions to make? Professional certified coach Crystal Campbell says the following are common among her clients:

- Get better at networking.
- Learn how to talk up my accomplishments.
- Develop an elevator pitch so I'm ready to talk about what I want next in my career.
- Step up my social media presence.

Oddball tips to a winning 2017

JOANNE RICHARD
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Dragged yourself into the office yet again? A new year but the same old?

Well, wake up and smell the office coffee! Only you can change things and get ahead.

"Could floating twice a month in a dark, sound-proof, coffin-like tank filled with water saturated with 1,000 pounds of Epsom salts be the secret to catapulting your career?" Very likely, says Steve Siebold, a career performance expert and mental toughness trainer at mentaltoughnesssecrets.com.

Add to that begging, laughing and whispering sweetly to yourself! "2017 could be the year you act goofy, grateful and get what you want!" says Siebold, a former professional athlete and national coach who now helps people apply the habits of world-class performers to what they want in life. He is also the author of five books, including *177 Mental Toughness Secrets of the World Class*.

Time to rejuvenate your career with Siebold's tips.

Float for ideas.

Sensory deprivation floating is the most powerful, least known idea generator ever discovered. "Floating on a body-temperature pool of water devoid of light and sound is the fastest way to clear your head and allow new ideas to flow. Think of it as a reboot for your brain," says Siebold. Invest one to two hours per month visiting a local float centre and you'll see almost immediate results. (For locations, check out <http://floatationlocations.com>)

Flirt with your boss's brain.

Nothing is more attractive to an employer than a positive, upbeat employee with a world-class attitude. "Be the person in your office that encourages and empowers others to be the best they can be. This makes your boss's job infinitely easier and places you at the top of the list for promotion."

Laugh more.

Show others that you

don't take yourself too seriously. It will make you more approachable. Resolve to laugh twice as often as you did last year, says Siebold, and reap all the good things it does to your body and brain, and relationships around you.

Whisper sweetly to yourself.

"Be careful what you say to yourself, because your thoughts dictate your behaviour," says Siebold. Keep telling yourself, "I can make this happen" and "I deserve the best" and notice how you will begin moving toward your goals.

Master your mental energy.

Let's say you have 100 units of mental energy each day, and after they are utilized, you're done. How many units will you allocate towards each goal and dream you are pursuing? How many units can you save by eliminating negative and disempowering thoughts? Master your mental energy and you master your life.

Act goofy.

"Stress is the disease and lightheartedness is the cure. I know the current challenge you're facing will probably end the world, but just in case it doesn't, throw a little goofiness at it and see if it eases your burden," says Siebold. There's nothing like a little "lamp shade on the head" to squash stress.

Be the guru of gratitude.

"Gratitude is the aristocrat of all of the emotions, and your willingness to publicly thank people for their generosity will show your superiors at the office that you are not only a nice person, but a candidate for a leadership position."

Show class.

When you win, be humble and gracious. When you lose, be humble and gracious. "Prove to the people you work for that you know how to conduct yourself with colleagues and competitors and they'll put you in front of their biggest customers," says Siebold.