

NEWSLETTER

SUMMER 2009

IT'S SUMMER!! After the general gloom of Winter and recession, we wanted to blast you with bright colours and positive thoughts. Despite the poor predictions and job losses, there ARE still jobs out there and now is not the time to give up. Creative job seeking and finding other activities while you're looking are key to remaining motivated. We have more tips on how to keep going during recession over the page. As ever, contact me if you have any comments or contributions! jane@esrasurrey.co.uk or 01737 772115. Have a great Summer (if we get one!).



New Staff

We would really like to welcome Judy Corney to our team. Judy comes from a recruitment background and has great experience of matching the needs of individuals to the needs of businesses. Judy says "It's great to be working for a business that's so worth while and I'm looking forward to helping people find what they're looking for. I'm excited about the challenge and getting to know everyone."



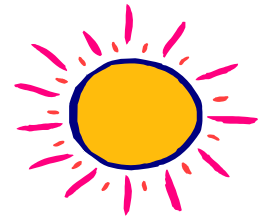
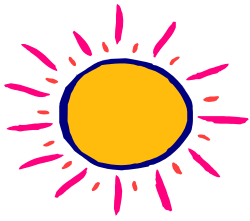
Mental Health First Aid



With stress and other mental health issues being the primary cause of staff absenteeism, more and more employers are calling on organisations like ESRA to train their managers and staff in general mental health awareness. ESRA is now able to take this a step further and offer the internationally recognised Mental Health First Aid Course. MHFA is a two day course aimed at providing people with more understanding and some very practical support options. Feedback has been very positive, with most people feeling that it will help in their day to day dealing with people at every level. Call or email Jane for more info.

www.esrasurrey.co.uk

ESRA is a registered charity number 281004



HOW TO FIND A JOB WHEN THERE AREN'T ANY!

It is easy to give up on job seeking when the outlook is gloomy. However, there are still jobs out there. Just over 20 ESRA clients have found paid work, both full and part time, since January this year. It's a time to work smarter and to keep going when the going gets tough.....

- **GET A FABULOUS CV.**
Put together a concise, job or career specific CV in no more than 2 pages. Include a snappy 'profile' paragraph which shows the employer exactly how you meet their needs. ESRA can help you with your CV and you can also go to www.careersadvice.direct.gov.uk/helpwithyourcareer/writetcv.
- **MAKE SURE YOUR APPLICATION IS REMARKABLE.**
Get support to fill in your application if you are struggling to know what to put or how to approach it. The blank page at the back is the most important part of your application and it's important to make your case in terms an employer will relate to. Ask your ESRA advisor for advice or support.
- **NETWORK! USE YOUR CONTACTS.**
Less than 30% of jobs are advertised in the paper. Approaching companies direct and asking friends, colleagues and other contacts to keep their eyes open is far more effective.
- **KEEP MOTIVATED.**
This is the hardest thing to do when you've been sending in application after application. Have regular meetings with your ESRA advisor, speak to other job seekers and discuss your feelings with a professional if you can. Keeping an activity diary can help to keep things in perspective.
- **KEEP ACTIVE AND OCCUPIED.**
If you stay healthy, you're more likely to stay motivated so make self care a priority. Also, taking on some voluntary work while you're looking will not only look good on your CV but is also a great way to learn new skills.
- **IMPROVE YOUR INTERVIEW SKILLS.**
Employers state that a lot of interviewees fail to impress because they don't know enough about the job or company. **DO THE RESEARCH!** Preparation is the key—prepare for awkward questions, difficult situations and organise 'mock' interviews with your ESRA advisor.
- **ATTEND ESRA'S MOVING ON COURSE FROM 6TH TO 29TH OCTOBER.**
For an intensive 4 week motivation and confidence shot. This covers personal development as well as practical job search skills.