

Career boost

2012 might be a challenging year for many of us but these top tips from Mark Shields can help restore confidence in your career...

At the heart of the worst economic crisis we have known in years, employers definitely have the upper hand and employees can definitely be left feeling vulnerable, insecure and stressed.

With the unemployment situation worsening and redundancies being announced daily many workers and senior staff are feeling the pressure. In some cases where colleagues have already

been made redundant staff are finding themselves picking up new responsibilities and having to work a great deal harder in their current roles as the job crisis bites.

In other cases life in the workplace has got far more political with back-biting and a lack of trust between colleagues. To make it worse morale is at an all-time low and many staff are feeling bored, disillusioned and in desperate need of a change.

You might hate playing the political game and probably feel like you are not very good at it. Some enjoy the game but deep down most hate it, but see it as a survival technique. So what do you do, to combat this vicious circle and how do you survive? Follow my five-step plan described below and you will begin to feel stronger and more confident and this will be reflected in your performance at work.

1. Be proactive

Make a conscious step to start doing things differently from right now. The first step is to change your outlook and stop playing the waiting game. Mark your diary as the first day of the new you and notice immediately how your feelings begin to change. Once you have made a decision to act, you have a strategy and are back in control.

4. Develop a strategy

Once you have started to act on the above points you are halfway into your new strategy. Once you have a plan you are back in control and have moved from the back foot to the front. Very quickly you will have built up a very valuable list of contacts all focused on future opportunities and job prospects. As this list grows so will your confidence and self esteem.

2. Remember success

There is nothing more stimulating and refreshing than updating your CV. This ensures you have an up-to-date record of all your achievements and previous successes. A great confidence-boosting exercise is to pick your five greatest professional achievements and write them down. Then quietly and silently relive each situation one at a time. Remember all of those good feelings and how great you felt at the time.

3. Get fit

If you are suffering from work-related stress, the best and most sustainable course of action is to begin a structured daily exercise regime. The natural endorphins that the body releases directly combat the stress hormones you feel when you are under pressure.

5. Market yourself

Proactively search out head hunters and introduce yourself to one recruitment consultant per month. This is always confidential and it's good to proactively get your CV out there into the employment community.

Follows these easy steps to take back your personal power at work and make 2012 your best year yet!



Mark is a Life and Business Coach, media expert, author and motivational speaker, appearing regularly in the media on TV and

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