



Navigating your Job Search After Being Laid Off

Right now, millions of Americans have been furloughed or laid off because of the coronavirus pandemic. If you're one of them, you're likely unsure of how to move forward and search for a new job - all while problem-solving expenses, childcare, and other responsibilities. Here are five steps you can take right now to start your job search.

1

TAKE A MINUTE AND INVENTORY YOUR SKILLS

Being laid off or furloughed is very stressful, and your overall wellness is essential, so we recommend taking the time to step back and inventory the skills and experiences you can offer an employer.

Identifying the valuable skills and expertise you bring to the job market should help you start this process with more confidence and a better sense of your value. This inventory should include hard skills (like database management), soft skills (like collaboration), and technology skills (like Adobe Photoshop).

→ To check whether or not your current resume does an excellent job of representing your skills, check out this new Resume Optimizer: skills.emsidata.com/resume

2

FOLLOW THE DEMAND AND UPSKILL

The economy and workforce has changed overnight and some industries are experiencing a decline while others are growing exponentially. It's important to track the skills and functions that the market needs right now!

Look for intersections between your interests and experience and the emerging or growing needs in the market. Once you have a sense of the fields and entry points that match your interests, it's important to identify the skills you need to grow or build.

RESOURCES FOR UPSKILLING:

- LinkedIn Learning
- Professional Organizations
- Webinars
- Codecademy
- YouTube
- Coursera
- EdX
- Udemy
- Google
- Khan Academy

REMOTE TOOLS YOU CAN LEARN FOR FREE:

- Asana
- Slack
- Zoom
- Microsoft Teams
- Trello
- Loom

3

NETWORK INTO NEW FIELDS

It's never been more important to build your network. Making the time to connect with professionals in the fields and roles you are targeting will be essential for a successful job search.

Keep in mind that we're all going through this disruption together. When you message someone on LinkedIn or via the Alumni Sharing Knowledge (ASK) platform, start with empathy and concern for where they might be at this moment. Also, have a specific goal for any connection - an informational interview, seeking a mentor, learning more about trends, etc.

→ Check out our "Networking 101" and "LinkedIn Basics" handouts for more detailed advice.

4

BUILD A COMMUNITY AND FUEL YOUR SEARCH

Launching a job search after a layoff - especially in a time of economic instability - can be intimidating and exhausting! Remember that this is part of a career journey and your resilience is a transferable skill you bring to any role.

Connect with peers who are in the same boat as you. They can help you stay accountable and energized in your search. Post and follow on LinkedIn, listen to industry podcasts, watch TedX videos of thought-leaders in your space. Taking small steps like these can make this process more active - less reactive.

5

MAP YOUR RESOURCES AND GET ORGANIZED

Much of our daily life has drastically changed as a result of the coronavirus pandemic. These changes in daily routines combined with searching for work opportunities can make for an overwhelming experience.

Because it can be hard to keep track of what skills you want to work on, what that one webinar was called, or who you wanted to connect with. Doing an advanced Google search (limiting results to those posted in the last 30 days) will keep your information current!

In addition, creating a spreadsheet (with the tabs below) can help you organize your resources, connections, and jobs.

Jobs

Skill Training

Webinars

Networking

Professional Orgs

Articles

Resources