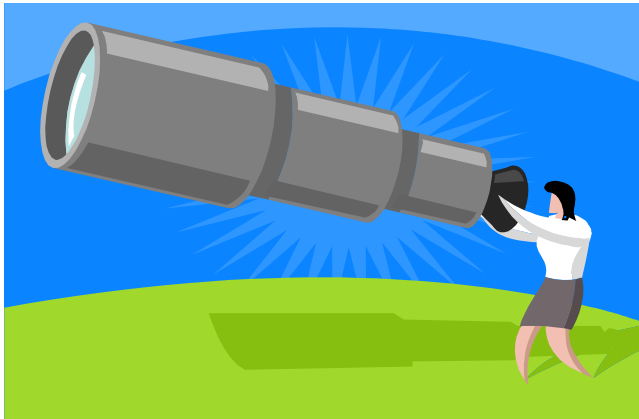


Job Searching: how to find the best job for *you*



Michael Higgins
Career Coach and Author
RCN Bulletin Jobs Fair
Birmingham 2nd & 3rd July 2015

Plan for the session

- Decision making style
- Know what you are looking for
- The job pipeline
- The hidden and visible job market
- Tools and sites
- A word on networking

How do people make decisions?

Satisficers

- Set criteria
- Select the first option that fulfils these criteria
- Tends to be happy with the result

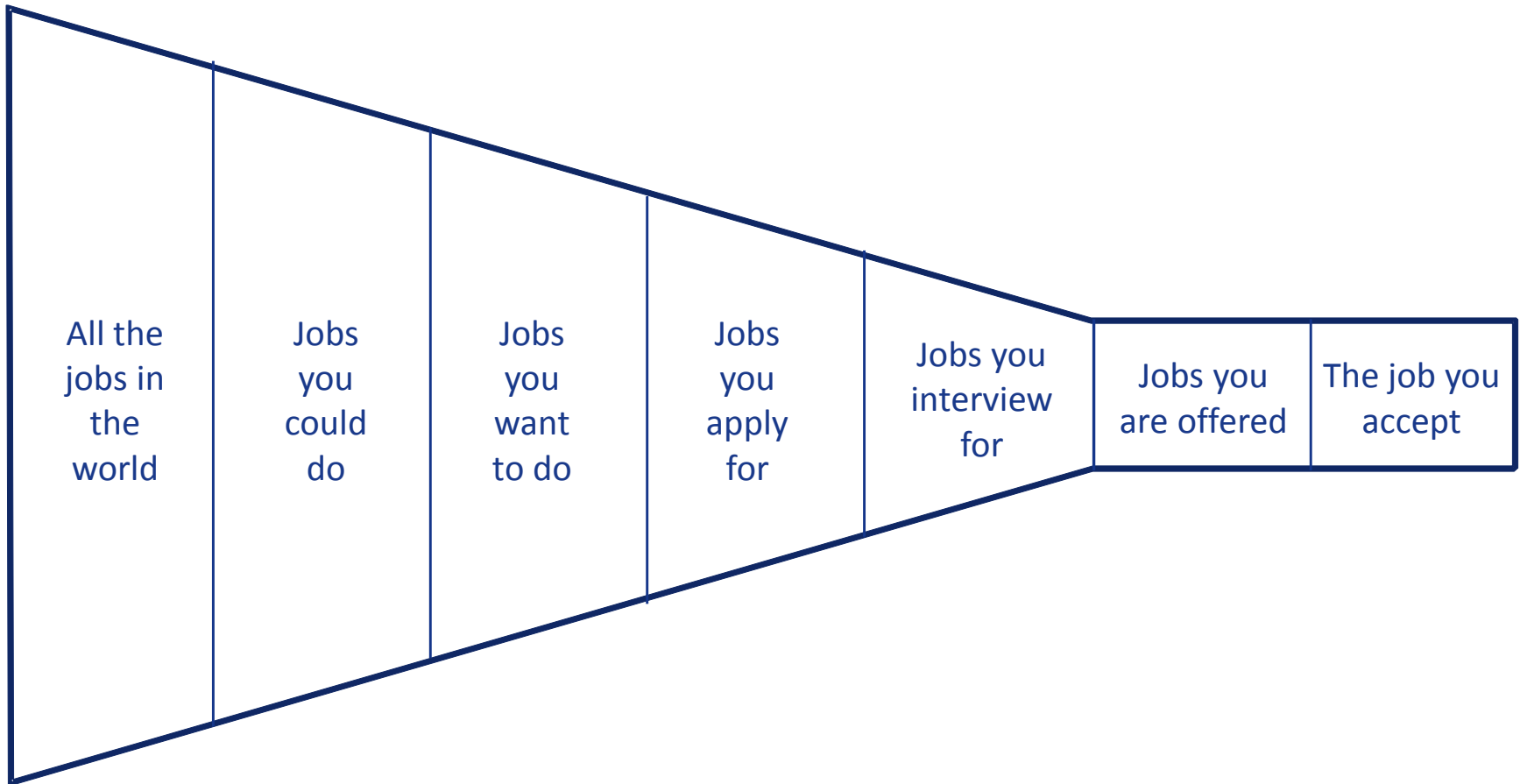
Maximisers

- Set criteria
- Tries to select the optimum option that maximises each
- Needs greater effort
- Needs to stop!
- Tends to be less happy

What are you looking for?

- Money
- Location
- Promotion, additional responsibility
- Learning and self development
- Patient group
- Speciality
- Work life balance
- Colleagues
- Other?

The Job Pipeline



The Hidden and Visible Job Market

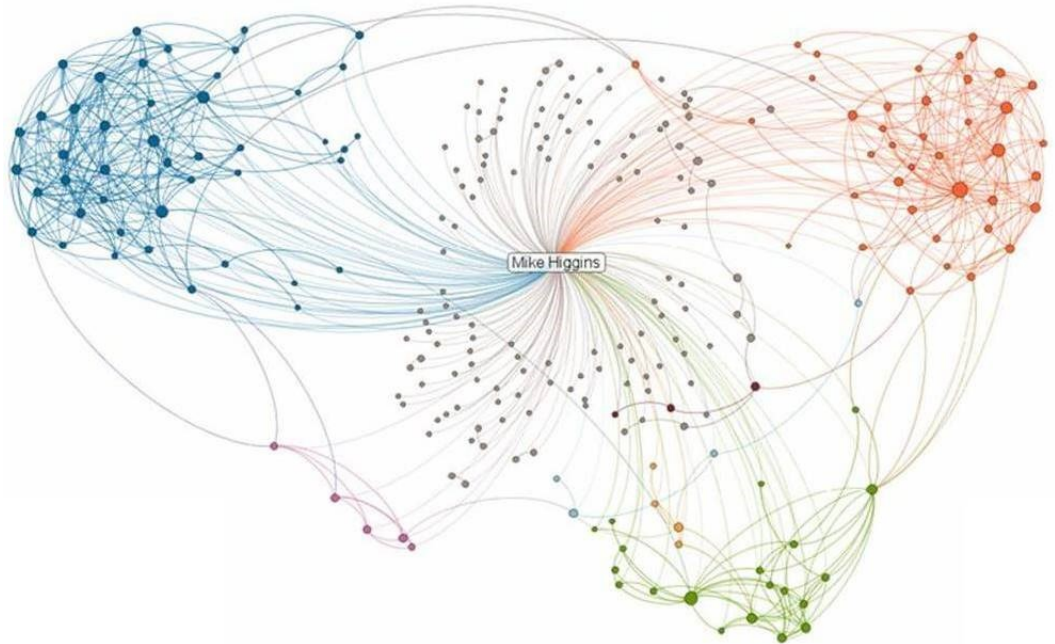
Visible job market		Hidden job market	
A vacancy has been identified and an organisation has gone to market to look for someone.		There is a need for a service, role or type of person but the organisation hasn't got as far down the line as articulating exactly what they want.	
Advertised Vacancies	Agencies	Networking	Direct Approaches

Job Sites

Name	Web Address	Vacancies
LinkedIn	www.linkedin.com	11,809 (04/14 : 82) (search for “Nurse”)
RCN Bulletin	www.rcnbulletinjobs.co.uk	791 (04/14 : 450)
NHS Jobs	www.jobs.nhs.uk	5039 (04/14 : 3102) (“nurse”)
Staff Nurse	www.staffnurse.co.uk	5654 (04/14 : 4995) (“Staff Nurse”)
Working In	www.workingin.com	310 (04/14: 467) (Aus, NZ, Canada)
Specialist Nursing Sites	e.g. respiratory nurse, oncology	
Universities	Google them	
Top general job sites	www.reed.co.uk www.jobsearch.direct.gov.uk www.totaljobs.com www.jobs.theguardian.com www.monster.co.uk	

A word on Networking

- Information sharing
- Connections
- Promotion
- Credibility
- Confidence



Top Tips #1

1. Set goals for time spent looking and number of applications
2. Target applications and avoid a scattergun approach
3. Record your applications and outcomes
4. Buddy to increase motivation
5. Develop standard answers to standard questions

Top Tips #2

6. Get a second set of eyes on letters and applications
7. Set an email alert for types of jobs
8. If an approach isn't working, change it!
9. Spend time nurturing the network
10. Seek a mentor

Further Resources

- STAR guidance for CVs at www.thisismypath.co.uk under “Resources” plus a guidance document.
- Social media thingamabobs:-
 -  Like facebook.com/pitstopbook
 -  Follow [@CareerMike](https://twitter.com/CareerMike)
- Questions?