



totem

Positive Psychology & Job Hunting

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## Maybe the way we've been brought up to think isn't so helpful...

Traditionally we have been brought up to believe that if we work hard, we achieve more and then we might get the things we want and be happy. But research over the past 12 years into the life habits and thinking of people who are successful, happy and fulfilled in all aspects of their lives reveals that we have this the wrong way round.

**This research shows very clearly that the happiest people – or those that live fulfilled lives and have achieved consistently – they worked on being happy first.**

It is only when we take time to be grateful for what we already have, appreciate the strengths we have and look for the good around us that we start to spot opportunities.

We start to be more pro-active and find that better things come our way. We go into crisis situations (because life still happens!) with a calm knowledge that no matter how bad it gets, we will survive and we will be ok.

You may not be surprised, after all there have been motivational speakers and Far East philosophies producing the same recommendations for decades and centuries.

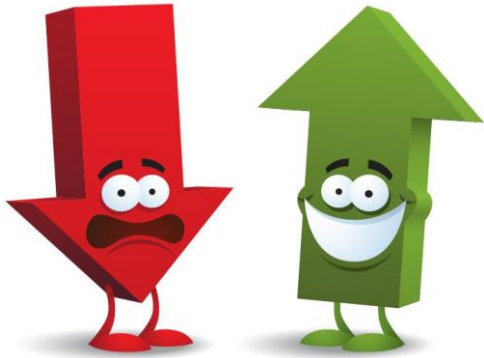
The difference is, some people actually do something with that knowledge and understanding.

So how does this apply to finding my ideal job?

**It all starts with mind-set...**







## What can I get? Or what can I give?

### Givers' Gain

This has become the motto for many small business groups because they find that people in business who are helpful and bring new customers to me – tend to gain even more in return. By giving, they end up gaining. This is again not a new way of thinking. Far East philosophies, karma – these messages have been around for a long time.

Perhaps what's new is that we now understand a bit better why this works. For a start, giving feels good – so we actually gain at the time of giving, not just when someone does something nice for us in return. The same part of the brain that lights up when we receive a treasured gift is activated when we do things for other people. So that's a great start – it feels good to give.

Then add on top of that how good the other person feels when they return the favour – or give something to us. This is why it is great to start with giving – we feel good, other people feel good and ultimately we're likely to gain in the long run too.

### So again, how does this apply to me finding a job?

If you think about applying for a job as being two people wanting something – you want a good job that pays well and I, the business owner or manager want a good employee who achieves a lot – you may see where this applies. As your potential employer, I hold the power to make the decision to offer you the job or not. I want a good employee who achieves a lot.

The mistake most of us make when applying for a job is that we focus on what we want – not what the potential employer wants. You might want to get the job. You might want to ask for a higher salary. You might be thinking you want more career progression than is being offered. Think instead about what I want as your potential employer and how you can give that to me in our first meeting, or even on the phone in our first discussion.

### And you will stand out from the crowd.



## What's important to you? And what can you give?

So let's summarise and if you're working through this as a guide – add your own notes here.

**What have you found is really important to you about your work? What did your responses to the questions on page 3 reveal?**

**How could you get more of that into your day? If nothing else changed – you had the same job, in the same place with the same people – what could you do differently to feel more satisfied and fulfilled?**

Your responses above might start to reveal what you can give.

Let's say for example that you had "see a job through from start to finish" as something that's really important to you. Well that sounds like something you can offer to clients and colleagues – a passion for seeing things through.

### **How might you communicate that to your potential employer?**

"It's really important to me to see a job through so what I can offer you is that level of focus, interest and client care, supporting a client right through from the start to a resolution and hoping to turn them into a regular client.

What you are doing here is translating something that's important to you into something that's important to your potential employer – and offering it to them (which will feel like such a gift!)



So now I'm clear on what's important to me and what I can give, how do I find my job?

**Never underestimate the power of a conversation.**

Many businesses you may apply to will conduct a telephone interview with you as a way of screening out inappropriate candidates without wasting time on travel and face-to-face meetings. You could do with doing the same thing!

Before you invest in preparing your CV for a role, writing a cover letter or email – check this is actually a role you want to apply for. Conduct your search of the jobs market with an open mind – yes you may well have restrictions on what location you can work in and what salary you need to earn, but just challenge yourself on whether those restrictions are more important than your list of values.

**What will have you feeling more fulfilled – the location and salary or doing a job that meets your personal needs?**

So with an open mind, search for jobs, and search for businesses that are not advertising – you may find that a few stand out as being places that sound like they'll give you what you want. Why not call them up for a chat and see if they might be considering hiring any time soon? A few other things you might try:

- Speak to your peers, find out about other businesses – who offers the environment you are looking for?
- Can you visit them and get to see what they do and how they do it? What's in it for them?
- What can you offer them in return for the time you're taking up?
- If you go and visit a business could you support them for a few hours or help out for a day?
- Could you offer them insight on how they compare to the other competitors in the local area?
- Would that be useful to them?

**This level of pro-activity will make you stand out from the crowd and it will help you find a job that is actually right for you.**

# about Totem

## People at their Best

### build:

We support you in uncovering your vision, mapping talent and developing end to end processes to manage talent within your organisation.

Focusing on profits through people



### engage:

We help you to engage individuals and teams—supporting change, gaining commitment to your vision and retaining your highest performers.

Making sure you get the best from your people



### assess:

We provide you with tools, techniques and assessors to help you map the talent and potential of individuals in your organisation and/or in selecting new talent.

Helping you recruit people who fit and deliver results



### develop:

We design and deliver exceptional, focused and blended development, allowing each individual to grow in their role, capability and motivation.

Maximising potential and personal contribution



## What our clients say about us:

### We're nimble

*"What sets Totem apart? It is their ability to be very thorough in their approach whilst at the same time willing to offer innovative suggestions that can be implemented in a time and cost effective way. Would I recommend them to others? Without question!"*

HR Manager, Pulse

### We get them

*"I'd definitely recommend working in partnership with Totem – I say partnership, as this is exactly how they operate. They seize every opportunity to learn more about your business and by doing so are able to support projects with this insight, often going above and beyond the original scope. "*

Resourcing Manager Carphone Warehouse

### We inspire confidence

*"Always engaging conversations with plenty of coloured pens, we found the insights from every meeting invaluable, and asked Totem to run various workshops for our L&D team.*

*Totem have taken the time to understand our business and deliver learning that really sticks and challenges people's thinking. "*

Global Head of Talent, World Duty Free Group.