

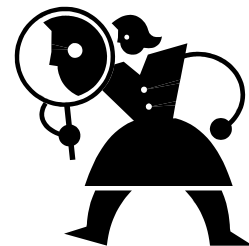
# If you have been recently laid off...

1. **If your displacement has just happened and you believe that you left on good terms, contact your past supervisor and ask if you can use their name as a reference.** Also, start thinking about a co-worker and a subordinate (someone who worked *for* you) since that gives you a 360 degree reference base, which is what most recruiters will ask for, in other words, up, down, and around.
2. **If, during your termination discussions, your employer offers career counseling services or outplacement services as part of your severance package, be sure to take it or at least say you will get back to them.** You may not think you need it, but they are sometimes very expensive to buy on your own, and you'd be surprised at what they include and how helpful they can be.
3. **Money isn't everything, but for many it is important. Try not to take the first job that comes along.** Not only is it unfair to the employer, but it will create a gap or short term job on your resume that will keep coming up as you go forward. If money is really an issue then you may have to (and can explain it that way later), or perhaps you may have to forsake that holiday you planned and instead take a more patient and planned approach to finding the right job.
4. **Seize opportunity. If you have the finances, this may be a great opportunity to advance your education.** If you've always wanted to get into another area, then this may be a positive, life altering move. If you do decide to go back to school in an unrelated area, however, make sure you research the market carefully to be sure that there will be job opportunities when you graduate or complete your classes.
5. **Take care of yourself.** You may not feel like it, but this is one of the most important times to pay close attention to your health. Proper diet and exercise and time with your family are vital to your overall well being, your ability to put things into perspective, and to focus on the job at hand (or lack thereof!).

**For additional tips please contact:**  
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*\* Please note: recommendations will vary according to the recruitment group or company that you are talking to.*