



THE MISSING PIECE TO THE COACHING PUZZLE

**How to Help Job Seekers Turn
Negative Emotions into Positive Results**

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What's Going On?

Instructions: Pick one of the three stories below. What do you think is going on? Jot down your thoughts and share with your neighbor. You have 4 minutes to read, write, and share between the two of you.

1. A 55-year old job seeker meets with you for a one-on-one session after having been laid off from a job he held for 20 years. He seems excited and motivated when he leaves the session but does not show up for his next appointment. Your emails and voice messages to him are not returned.
2. A 32-year old woman has decided that the time is right to return to the workforce after 8 years as a stay-at-home mom now that her youngest child is old enough for school. She schedules a slot in an orientation workshop but does not attend and does not call to cancel or reschedule.
3. A 22-year old young man who seems to have straightened himself out after multiple contacts with the criminal justice system has been working with you for several months. He has done all that you have suggested, attending resume writing, networking, and interviewing skills workshops, yet he is reluctant to go on job interviews, always having some excuse for not applying for jobs that are a good fit.

Your Thoughts:

Emotions

The quality of our emotions determines _____.

Change your thinking, change _____.

Emotions do one of two things:

1. _____
2. _____

NOTES

Emotional Channeling Techniques

Three emotional channeling techniques that help change self-limiting beliefs:

Watch Your _____

Shift Your _____

Ask _____

Note: Emotional Channeling Does NOT Eliminate Challenges. It provides techniques to address challenges in more positive ways.

Notes

Shift Your Focus

Notes

Watch Your Language

Notes

Ask Courageous Questions

Resources

Worksheets available for download on RTB website

5 Steps to Rapid Employment book (Jay Block); McGraw Hill

5 Steps to Rapid Employment program for job seekers (contact Bruce Wahlgren)

Certified Empowerment and Motivational Professional; available as a certification (CEMP) through the Professional Association of Resume Writers and Coaches (PARW), or as a training program (contact Bruce Wahlgren)

Three of the most important ideas or techniques I gained are:

1) _____

2) _____

3) _____

My Commitment - What I will do with this information:

Worksheet

My Gratitude List

APPLICATION OF LEARNING: Commit to focusing daily on that for which you are grateful. Can you write 5 things down each day? 10? 20? Doing this regularly for a 30-day period can make this a powerful habit for life. Start by making a list of 10 things you are grateful for in your life and post it in a conspicuous place. Refer to it often, especially on difficult days.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Worksheet

Asking More Courageous Questions

APPLICATION OF LEARNING: How can I ask better questions? After listing the destructive questions you ask yourself in the first table below, reframe each question so it becomes empowering. If you need more room, use the back of this sheet.

What 5 destructive questions do I ask myself on a regular basis?
1.
2.
3.
4.
5.
Reframing the destructive questions to create empowering, courageous
1.
2.
3.
4.
5.