



Making the Most of Your Time While Unemployed

It can be all-too-easy to get into a rut when you're out of a job. When you don't have a place to be, your days can get boring and depressing. It's important that while you're unemployed and waiting for the right job to come along, you're perfecting yourself and keeping your skills sharp so that you're ready when it does come. Read on for ideas.

Make a Schedule

When you don't have to be up for work each morning, it can be easy to let yourself sleep in until noon. Resist the temptation to do this, and make a schedule for yourself. It's amazing how much more motivation and energy you have when you're up in the morning and being productive - things that are sure to help with your **job searching!**

Make a To-Do List

Making lists can really help you to be productive and to move forward in your job searching. Being productive in your personal life can translate into productivity in your job search. Write down things that you need to accomplish both personally and to further your chances of finding a job.

Overwhelmed by sending out countless resumes each day? Put it in your to-do list for an hour, and then move on to something else to give yourself a break. Come back to it later in the day, and work hard for another hour.

Network

Getting out of the house can do wonders for your mental state as well as for your job search. Make lunch dates with job leads, or potential employers.

Volunteer Your Services

To occupy your time and to help keep your employment skills sharp, consider volunteering your time. This doesn't have to be in your local soup kitchen. Look for opportunities that will allow you to utilize your talents. For example, if you're looking for a **job in computers**, call your local non-profit agency and offer your services in their office. If you're looking for a job in public relations, offer to help a women's shelter with organizing their next fundraiser. This is a win-win arrangement for both you and the non-profit organization.



Keep a Positive Attitude

Above all else, keep going with a positive attitude. Believe that something great is around the corner.