

# Strategize for a Productive Job Search

1. Brainstorm a list :

- a). Things you did to find your current/previous job/s
- b) Other approaches you want to add

2. Choose your **top 4- 6 approaches** and add them to the chart on the right.

3. Make your best estimate on how much time to allocate to each

4. Add them to your calendar for the upcoming week

5. At the end of the week, review and make any changes as appropriate.

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100 % = \_\_\_\_\_ hours

(Number of hours you intend to spend this coming week . Divide among your selected activities, allocating more time to those that are most likely to be productive for you. )

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% = \_\_\_ hours  
\_\_\_\_\_ (1)

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% = \_\_\_ hours  
\_\_\_\_\_ (2)

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% = \_\_\_ hours  
\_\_\_\_\_ (3)

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% = \_\_\_ hours  
\_\_\_\_\_ (4)

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% = \_\_\_ hours  
\_\_\_\_\_ (5)

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% = \_\_\_ hours  
\_\_\_\_\_ (6)

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