

# Job Search Mindset

## COURSE OUTLINE

### I. Introduction

- About Caroleen (7:58)
- What's In It for Me? (5:46)
- Housekeeping (3:29)
- Why is This Course for Women? (5:00)
- How to Change Your Mindset (3:53)
- Agenda (1:01)

### II. Mindset: How You Think

- Self-Assessment: How You Think (0:49)
- Growth Mindset (1:41)
- Comfortable with Change (1:43)
- Age and Experience (6:37)
- Gratitude (2:39)
- Abundant Mindset (2:24)
- Luck Favors the Prepared (5:08)
- Being Vulnerable (4:18)
- Career and Life Goals (6:36)
- Self-Worth (4:26)

### III. Mindset: How You Feel

- Self-Assessment: How You Feel (1:26)
- Motivated to Succeed (5:07)
- Keep Your Eyes On Your Own Paper (6:59)
- Feel Confident (5:25)
- Imposter Syndrome (8:45)
- Job Search Upskilling (6:47)
- Job Search Redirection (7:57)

### IV. Mindset: How You Act

- Self-Assessment: How You Act (1:00)
- Be A Learn-It-All (5:49)
- Practice Patience (4:12)
- Persevere (4:28)
- Coping Mechanisms (2:34)
- 100% of the Qualifications (7:05)
- Dream Jobs Only (2:57)
- Keeping the Job Search Pipeline Full (4:51)
- Communication (5:06)
- Stay Organized (3:30)
- No One Is Perfect (3:23)
- Use Your Words (3:49)
- Salary Requirements (4:52)
- Negotiating Salary (20:35)

### V. Sharing Your Story

- Self-Assessment: Sharing Your Story (1:31)
- Networking (8:43)
- Be Motivated and Clear (3:37)
- Share A Positive, Curated, and Relevant Story (7:15)
- Have A Computer Friendly Resume (6:10)
- Have A Targeted Resume with Keywords (11:04)
- Resume Is A Work in Progress (3:41)
- Experience Is Experience (5:35)
- Mind the Resume Gap (3:27)
- Social Media Matters (4:41)
- Job Search Sites (1:45)
- Conclusion (3:01)