

16 SEEK SELF AWARENESS

STRATEGY:	Objectives: <ul style="list-style-type: none">• To discover any issues preventing progress. Examine the condition of our hearts and identifying wounds, snares, and sin (un-forgiveness, resentment, anger at God)• To learn how to tear down strongholds.
	Notes:
YOUR TURN:	<p>1. Could anything happen in your career that surprises God? Is there anything He hasn't foreseen about your life? Anything He hasn't already planned for?</p> <p>2. When your spirit man became new in Christ, what aspects of your mind, will, emotions and physical self needed to change to align with it? Where are they now?</p> <p>3. If you are unemployed because you committed a sin or did something wrong, are you on your own or will God still help you?</p>
APPLICATION:	How can I apply this in my life?
FREE READING:	2 Corinthians 12:9 Revelations 21:5
DECLARE THIS:	<ul style="list-style-type: none">▪ I am not limited by my abilities or my weaknesses. Christ is more than enough.▪ I know that the God who made me and loves me will lead me to victory.▪ By faith I receive from Christ all that I will ever need.

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TACTICS:	Objectives: <ul style="list-style-type: none">• To identify obstacles to job search success and strategies to overcome them.
	Notes:
TAKE ACTION:	
PRAY:	Thank you, God, for... By faith I receive... Help me with...

Giants in Your Promised Land

Read each of the following statements out loud. If it is NOT true of you circle that statement number. Then transfer your circled items to the Answer Key that follows.

PRESENTATION

- 1) I look like the people who work in the culture I plan to enter. (Clothes, hair color and style, accessories...)
- 2) My personal hygiene is good. I bathe regularly, wash my clothes frequently, and have no body odors. (Including perfume and after-shave!)
- 3) I keep my hair groomed and clean.
- 4) I have a nice smile—no missing, crooked, stained, jeweled or metal teeth.
- 5) I know that I have fresh breath. It doesn't smell like smoke, coffee, food or any odor related to health/dental issues.
- 6) I have tattoos but they are covered completely when I'm dressed for work.
- 7) I have body piercings (including tongue) but they are never visible when I am dressed for work.
- 8) I have good posture at all times. I make a professional impression.
- 9) My weight is appropriate for my height. I don't appear so overweight or underweight as to be unattractive or unhealthy.
- 10) I am not on any medication that could have side effects noticeable in the workplace. (Pain, seizure, diabetes, etc.)
- 11) I have no scars or disfigurements that might make people uncomfortable.
- 12) I maintain appropriate eye contact with business people. I am comfortable looking people in the eye when I meet them for the first time.
- 13) I have appropriate business attire for one full week of work, including shoes and accessories.
- 14) I don't look like a member of any group that is often discriminated against in the employment process (Goth, freak...)
- 15) I can talk comfortably without using slang or profanity. It is my habit.
- 16) I speak clearly (not too fast, too slow or mumbling) in person and on the phone. I have no accent or speech impediment that makes it difficult for others to understand me. People do not ask me to repeat myself.
- 17) My quality of voice is good. I have never been told that my voice is too loud, too high-pitched, too soft, irritating or annoying.
- 18) I habitually use good manners—saying, "please, thank you, and excuse me," eating with appropriate utensils, using handkerchief and tissues etc.
- 19) My hands, hair, breath and clothes never smell like cigarette smoke.
- 20) It is my habit to greet business people with a firm handshake and a smile.
- 21) I have an email address and it makes a professional impression.
- 22) The people who answer my telephone and my telephone answering message make a professional impression.
- 23) My address will not raise concerns about me. It does not show that I live in a shelter, prison, or bad part of town.
- 24) My handwriting, on application forms and correspondence, is neat and professional. It is easy to read and my spelling is good.
- 25) I know how to match my abilities to an employer's needs and identify my top "selling points."

PERSONALITY

- 26) I try to ensure that my words and actions don't offend. I respect others.

- 27) I am good for my word. I do what I say I will do when I say I will do it.
- 28) The greatest majority of my coworkers and supervisors would say I am easy to get along with.
- 29) I have a positive, "can do" attitude. I expect the best and see challenges as opportunities.
- 30) I lift other people up. I am an encourager; a developer of others. I don't speak negatively of others.
- 31) I admit my mistakes and try to learn from them.
- 32) I am forgiving and compassionate. I don't hold a grudge.
- 33) I don't expect everyone to like me. I am not a people pleaser.
- 34) Using alcohol or illegal drugs has never caused problems in my personal or work life. Family or coworkers have never complained about this.
- 35) My temper has never caused problems in my personal or work life.
- 36) I have never felt like employers singled me out for unfair treatment or "pick on" me.
- 37) I live in a safe home environment. I do not fear for my safety or that of family members living with me.
- 38) I have never been told that I have emotional problems.
- 39) I have effective ways for managing stress. My stress level has never adversely impacted my work performance.
- 40) I understand the value of authority and know how to follow directions.
- 41) I know what I am good at (skills, talents, knowledge, and interests) and can present my abilities effectively to a prospective employer.
- 42) I have good boundaries. I know when I am being used and overworked and I can speak up for myself without undue emotion.
- 43) I know my values and how to manage them. I do not expect my employer to meet my needs for me.
- 44) I enjoy my work and take pride in doing a good job and making a contribution.
- 45) If I saw someone stealing on the job I would do something about it. It is wrong and I would not ignore it.
- 46) I have a strong network of people who keep me strong, emotionally healthy and accountable for my actions.
- 47) I am resilient. I can respond effectively to changes in my workplace.
- 48) I enjoy learning and am able to learn on the job. I expect to learn continuously in order to stay productive for my employer.
- 49) I don't blame others for my mistakes, failures or difficulties. I focus on the future.
- 50) I like myself and believe that an employer would be fortunate to have me.

PORTFOLIO & PAST

- 51) I have no physical impairment that decreases my ability to do the work I want.
- 52) I have no chronic or recurring illnesses and I am not responsible or caring for a family member with these conditions.
- 53) In the past five years I have never used more than four leave days in a year's time.
- 54) I have my high school diploma and I obtained it by age 19.
- 55) I can demonstrate basic math and English literacy. I understand the words I hear, can easily read the newspaper and can add, subtract, multiply, divide and do fractions and percents without assistance.
- 56) I have stayed at least one year on every job I've held for the past 10 years.
- 57) I have been consistently employed; there are no gaps in my employment.
- 58) I have reliable transportation of my own and can dependably get to work on time.
- 59) I have a legal right to work in the United States and the necessary identification.
- 60) I have never been laid off from a position.
- 61) I have never been fired or quit my job without notice.

- 62) I have not gained the skills I need for the position I am seeking from a non-employment situation (education, volunteer, sports...)
- 63) I am consistently punctual. I am ready to work at my specified start time.
- 64) I have worked for most of the past five years in a paid, legal job outside my home.
- 65) I have no felony convictions.
- 66) My credit history is average or better—no evictions, defaults, repossessions...
- 67) I have never filed a workman's compensation or harassment claim.
- 68) I have used a computer on the job and have the computer skills needed
- 69) No one has ever threatened to file or filed any harassment suit against me.
- 70) I have children and I have back up plans to keep them covered in times of illness/emergency. My family priorities have not interfered with my work.
- 71) I understand the importance of calling in early in advance of a missed appointment.
- 72) The moves I have made in my career seem reasonable and appropriate.
- 73) I have the necessary license, degree, or certification required for the position I want
- 74) I have already held a position with the title I am seeking. I have not moved beyond it and it is not a step above where I have already been.
- 75) I have recent experience in the field I am planning to enter.

PROFESSIONALISM

- 76) I speak positively about all past employers and coworkers.
- 77) I already know three or more people in the field I plan to enter.
- 78) I know 5 or more employed people who will give me references.
- 79) I have made friends and positive contacts with other working adults in my community through volunteering, PTSA, church/synagogue...
- 80) I have a good work history with reputable organizations.
- 81) I belong to groups where I can build a professional network.
- 82) Nothing about my appearance, behavior or associations would make a potential employer think that I would attract the wrong type of people.
- 83) I thoroughly research the company and know its products/services, history, image, organization needs, etc. before I show up for an interview.
- 84) Past supervisors will say that I am easy to work with, showed respect to others and met company expectations.
- 85) I do not gossip or talk about personal matters at work.
- 86) My ideas have been used to make the workplace better.
- 87) I have goals and expectations and can present them to my employer in a way that meets the organization's needs. I understand the "employer's point of view."
- 88) The quality of my work matters. I have a reputation for doing excellent work.
- 89) I receive criticism as an opportunity to learn and respond to it without defensiveness.
- 90) I have taught skills and procedures to others, helped them to be more successful.
- 91) I understand the "bottom-line" and "big picture" of how business operates.
- 92) I do not expect supervisors and managers to be perfect and I give the respect due to their position not their personality or behavior.
- 93) I received promotions, raises and increased responsibilities in my past positions at the anticipated intervals or ahead of schedule.
- 94) I complete the work that I am assigned to do and look for other ways to help.
- 95) I do my work on time even when there's a lot to do and many interruptions.
- 96) When I see something wrong, I go to someone who care fix the situation and offer solutions. I don't just complain or ignore the problem.
- 97) I keep up with the latest trends, techniques, and events happening in my field, organization and industry. I know what's going on.
- 98) I know how to figure out my boss' priorities and I make them my priorities.

99) On the job I am constantly learning, growing and improving.

100) Everything on my resume and applications is true. I don't lie about my skills, abilities or past.

Giants in the Promised Land: Answer Key

Mark every item you circled in the assessment. These are your potential “giants”. You must have a strategy for dealing with each one. Pray about the five overcoming strategies and create a response using one or more of the elements for every obstacle marked below.

	PRESENTATION		PERSONALITY		PORTFOLIO/PAST		PROFESSIONALISM
1	Image mismatch	26	Offend others	51	Physical disability	76	Negative attitude
2	Poor hygiene	27	Break promises	52	Chronic illness	77	No network
3	Bad hair	28	Difficult personality	53	Excessive absence	78	No references
4	Bad teeth	29	Bad attitude	54	No HS diploma	79	No personal contacts
5	Bad breath	30	Discourage others.	55	Illiterate	80	Poor work history
6	Visible tattoos	31	Won't admit mistakes	56	Job hopper	81	No professional affiliations
7	Body piercing	32	Hold grudges	57	Employment gaps	82	Poor image
8	Poor posture	33	People pleaser	58	Transportation issues	83	No company knowledge
9	Weight problem	34	Substance abuse	59	No right to work in USA	84	Hard to work with
10	Medication issues	35	Temper problems	60	Laid off	85	Gossip/Inappropriate sharing
11	Visible disfigurement	36	Victim mentality	61	Quit without notice	86	No workplace suggestions
12	Poor eye contact	37	Fear for personal safety	62	Non employment skills	87	No employer point of view
13	No business attire	38	Emotional problems	63	Not punctual	88	Poor quality work
14	Inappropriate image	39	Can't manage stress	64	No work history	89	Can't handle criticism
15	Inappropriate language	40	Can't follow authority	65	Felony conviction	90	Won't teach others
16	Unclear speech	41	Don't know strengths	66	Poor credit	91	No business orientation
17	Poor voice quality	42	Poor personal boundaries.	67	Filed employment claims	92	Disrespectful
18	Poor manners	43	Values issues	68	Computer illiterate	93	Don't progress
19	Cigarette smell	44	No pride in work	69	Accused of harassment	94	Don't complete work or exceed expectations
20	Poor handshake	45	Not company player	70	Childcare issues	95	Make excuses
21	Unprofessional email address	46	No support network	71	Don't call in advance	96	Complainer
22	Unprofessional telephone greeting	47	Unable to change	72	Unusual career moves	97	Not current
23	Bad address	48	Poor learner	73	Lack credentials	98	Can't prioritize well
24	Poor handwriting	49	Blame others	74	Move “backwards”	99	Don't continuously contribute
25	Can't sell self	50	Poor self image	75	No related experience	100	Exaggerate abilities