



Changing your Career or Job

Helpful Tips

You may be thinking of changing your career or job for the following reasons;

- You are being made redundant
- You are not happy in your present job
- You have had a change in your personal circumstances or at work which means that your job no longer suits your needs

It is important to identify why you want to do this. If the issue is a problem with your current job and employment situation can you resolve this without moving? Are there other opportunities that exist within the company that would give you more satisfaction without you moving?

If you feel that this is not the case then you need to think about what you would like to do instead. At this point it may be good to seek the advice of a professional.

Hyde Housing have Information, Advice and Guidance workers who can help you with this. There are also a wide range of other organisations (see links in this section) who will be able to help you.

Things to consider

1. What do you want to do and WHY? Think about a long term option and a short term option. Picture yourself in these new roles- does it feel right and if so why?
2. **Do not run before you can walk- a decision like this needs careful planning.**
3. What skills and qualifications do you need for this? If you don't know our IAG workers can help you with this. Alternatively you can carry out your

own research. Don't just confine your research to the job itself but also look at it in relation to career opportunities and the current job market.

4. Once you know what is needed assess what skills and qualification that you already have from your previous employment history- what are your strengths? Where are the gaps?
5. Consider the investment needed to change your career in terms of - training and qualifications needed and your families needs and household income
6. If you have identified the need for retraining consider part time training, looking a financial support to help you train. (Hyde housing have a bursary scheme which you may want to consider)
7. Consider volunteering in your spare time. This is a perfect opportunity for people who have no previous experience in a career area to get a taste for the work and it could lead to employment.
8. Make an action plan that includes your career change as your ultimate goal and steps that you need to take to get there. Look at the action plan and consider if it looks realistic and if your commitment to make the change is still there.
9. Consider if you can continue in your current or similar employment and combine this with preparation for your new career. Such an approach may make you feel better about your current employment situation because you know that you are taking steps to change it. You may even be able to access company training that will help you with your career change.

How useful was this information sheet tot you? Let us know your feedback. Please contact Jobsplus@hyde-housing.co.uk

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