



## So You Know How to Recruit . . . Now What?

**Presenter: Karen Schmidt, President of Sanford Rose Associates International® & Managing Partner of Next Level Exchange**

Karen Schmidt is President of Sanford Rose Associates International as well as Partner with Kaye/Bassman International and Next Level Exchange. She oversees all training initiatives and ongoing career development organizationally and serves as an ongoing consultant to search firm owners who have a greater vision of growth, hiring, and training. Karen is a frequent speaker and facilitator at continuing education seminars in the areas of recruiting, sales execution, and performance development.

In this presentation, "So You Know How to Recruit...Now What?" Karen will cover five areas that will help you stay motivated, excited, and fulfilled during each step of "what's next" for you as a search professional.

### **Meeting: "So You Know How to Recruit. . . Now What?" by Karen Schmidt**

**If you are reviewing this Episode with a team, watch the entire Episode and ask your group for their key takeaways and insights that they pulled from the Episode. Review the below to fill in the gaps.**

**(Facilitator):** Think about your path to achieving the professional success you have experienced thus far. Is your current success what you envision will sustain you when thinking about your future self or do you have new career aspirations beyond where you stand right now? What are you most proud of that got you to this point in your career, and how can you continue to develop and improve it in the future? How can you make sure that you are continuing to grow and challenge yourself to stay ahead of what's next?

Karen's takeaways are designed to remind you to force yourself out of your comfort zone and not settle for what's comfortable and safe. As you work through her takeaways, don't attempt to tackle and master all five at once. Professional growth is a marathon, not a sprint. Concentrate on a few at a time to stay self-aware and create a plan of action. Perpetually evaluate where you are and remember, one step at a time!

#### **Takeaway #1: Evolutionary Thinking**

**(Facilitator):** Like Karen shares, self-evaluation is the first step! What can you trim away or eliminate that is non-essential in your day?

- What are you involved with out of obligation that could be less frequent or eliminated?

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- How many social networking sites do you need to update or check, and how often per day?

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- What do you say "yes" to that is unnecessary and takes time away from the things and people who are most important to you in life?

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**(Facilitator):** By eliminating a few non-essential tasks or activities, where do you want to redistribute your additional time? Reflect on the following questions to help you refocus your attention:

- Who in my life do I care to impact the most? How specifically am I going to mentor and impact those individuals?

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- What are five things I would put on my bucket list, and with whom would I want to experience them?

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- What experiences am I most appreciative of in my life? How can I help others have that same experience?

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- What moment in your life are you most proud? How can you duplicate more of those moments?

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- What do you enjoy most about being around the favorite people in your life? How are you emulating those same traits to others?

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### Takeaway #2: The Company You Keep

**(Facilitator):** Our friends and peer groups help define and nurture our success. They can influence our emotions, what we do, and how we handle challenging experiences, both professionally and personally. We must pay attention to the people in our inner circle as they are vital to our professional growth.

Building off of this takeaway from Karen, take inventory in Tom Rath's list of the types of individuals you must have in your life to elevate your professional game. Review the five vital roles below, Karen described in the session. Who are those people for you?

- Builders motivate you, invest in your development, and genuinely want you to succeed. These friends help you see your strengths and advise you on how best to use them. They are generous with their time and encourage you to accomplish more. They'll never compete with you and will always be standing at the finish line to cheer you on. **Who are your Builder friends?** \_\_\_\_\_

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- Mind Openers are vital friends who stretch your viewpoint and introduce you to new ideas, opportunities, and people. They help you expand your vision and create positive change in your life. These are the friends who challenge conventional wisdom and allow you to express opinions you might hesitate to articulate to others. **Who are your Mind Opener friends?** \_\_\_\_\_

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- Navigators are friends who give advice and direction. You seek them out when you need leadership and counsel; they're phenomenal at talking through your options. Navigators are best at understanding your dreams and goals and then helping you find the path to achieve them. **Who are your Navigator friends?** \_\_\_\_\_

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- Connectors are the bridge builders who help you get what you want. They get to know you and work to connect you with others who will share your interests or goals. They extend your network exponentially and give you access to new resources. **Who are your Connector friends?**

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- Collaborators are friends with similar interests - those who share your passion for sports, hobbies, work, politics, food, movies, music, or books. Shared interests often make Collaborators lifelong friends with whom you are most likely to spend your time. **Who are your Collaborator friends?**

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- Review your list of vital friends; how can you continue to nurture and foster those relationships on your team or workplace?

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### Takeaway #3: Let Go

**(Facilitator):** Often, the very traits we see as assisting in our success and accomplishments are the same that can hold us back. When we get a better understanding of who we are and what makes us succeed, we become more self-aware. When we acknowledge areas to improve, we mature. Take a moment to answer the below questions and evaluate what you can recognize and, in turn, let go.

- What attributes or characteristics are you most proud of that got you to where you are today?

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- What abilities do you have that allowed you to separate from your peers over the months or years?

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- Reflecting on the above answers, is there a chance that those very same characteristics that rewarded you so well are the same characteristics that can hold you back in the future?

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**(Facilitator):** To begin to impact change, think about what got you here:

- What has contributed to your success so far?

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- How do you compare with others within your organization or industry in similar roles? What separates you from the average performer?

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- How have your responsibilities evolved as you've grown in the last year, as opposed to a year ago?

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- When you are working, what activities make you lose track of time? Why?

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**(Facilitator):** Next, work through your key plans and priorities to determine where to focus moving forward:

- Where do you want to go?

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- What strengths do you have that can also, at times, be a weakness?

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- Think of others within your organization or industry you respect; in what ways do you want to be more like them?

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- What are the differences in responsibilities or strengths/skills between yourself and the person you report to? How can you start to take on those responsibilities or learn those strengths?

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- Is there anything in your life that you should walk away from completely?

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- What habits are you truly prepared to change?

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- There will be some things you won't be good at for a while; what are they?

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- What do you finally need to delegate to others?

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- What issues are you prepared to tackle now?

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#### Takeaway #4: Why Not Change?

**(Facilitator):** In this takeaway, Karen reminds us that many people fear change because they don't have the patience to focus on steps that it will take to get there; therefore, they procrastinate. Nevertheless, we can tackle procrastination by breaking our goals into small pieces, setting deadlines, visualizing the desired result, and rewarding ourselves for making our goal a reality. Put these steps to work and create change!

Write down a current project at work that you haven't started:

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Next, define simple, achievable goals in five steps or more:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Establish a timeline and deadline to complete your project:

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What distractions or roadblocks might slow you down while working through your timeline?

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When you meet your deadline on your project- how will you reward yourself?

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#### **Takeaway #5: Opportunistic Outsourcing**

**(Facilitator):** Karen reminds us that with consistent success can come a level of boredom in the job that once felt challenging. We must look for ways to stay ahead of this problematic mindset and focus on how we might be able to inspire others with some of the very responsibilities that no longer inspire us. When thinking about your business, how can you resist a passive approach to your growth in exchange for an active one?



How do you continue to challenge yourself in your career?

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As you continue to find success, what do you desire to build?

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What do you need to become even better at so that you could eventually teach it to others one day?

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What are areas of your current process that are susceptible to becoming tedious for you? Who would you want to develop, through opportunistic outsourcing?

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