

Section 1

Video 1

Welcome to DRIVEN. We're so glad you're here. My name is Alexander Levitt, and I'm a career coach who's been helping people find new work for almost 20 years. If you've lost your job recently, you might be going through a hard time. Driven is a program to help you cope with the stress of being unemployed and provide you with the skills you need to find a new job. Driven is a six week program developed by career counselors and professors at Northwestern University. You'll spend a few hours in the app each week. We start each new week of the program on a Sunday, because we know that can be a tough day of the week for some people, and we want to help you get the best possible start to your week. Here's how it works. First, you'll answer a few questions about your mood so we can see how you're doing. Then you'll watch three short videos and complete two exercises. You'll do these activities while working with a career coach for now or every other week on your personal career goals. The exercises in this program use techniques taken from psychology to change attitudes, habits and actions. Research has shown that changing thoughts and taking actions can help people make positive changes in their lives. Over the next six weeks, you'll learn how to think more flexibly and take positive steps towards searching for and getting a job. In this week's videos, I'll start with an overview of the program and some core ideas we'll use throughout it. In weeks two through five, my colleagues, Victor Joanna and I will share some of our best strategies for landing your next job, including setting goals and working on them consistently. We'll also cover how to deal with the stress of unemployment and take the next steps to move on. How to build your own skills based on what companies are looking for, how to write your resume and apply to jobs that are right for you, how to nail the job interview. And follow up professionally, and in the final week, I'll review everything we've covered so far. With your new skills, you'll be ready to overcome any job search related problems that come your way. Thanks for joining us on this journey, and now let's go to the next video you.

Section 2

Video 2

Before I talk about your job search, I'd like to share a few ideas that can help people deal with negative feelings that are a part of life and may be present when working on a job search. First, let's talk about why it's important to manage emotions when you have a difficult task ahead of you, like applying for jobs or preparing for interviews, having negative emotions like anxiety, can lower your motivation to get things done. Here's something I find interesting, the way we think about a situation can influence how we feel about it. Changing the actions we take and reducing bad habits can shift how we feel too. In other words, if we want to change the way we feel. We need to make changes to the way we think and act. Now, let's talk about our thoughts.

Sometimes these can be misleading. For example, we might believe that a bad situation or event is causing us to feel upset or angry, but if events always led to feelings, then everyone would be affected the same way. But we know from experience that this isn't true. Let's say you and your co worker were both laid off. You might feel disappointed because you thought that the job was a good fit for your skills and that the company was doing well, while your co worker might feel relieved because they had been thinking of going after new career opportunities, same event, different thoughts, different reactions. The good news is we can practice new ways of thinking about events in our lives, and by changing our thoughts to be more flexible, balanced and realistic, we can change our feelings for the better. Driven is here to help you do this. Let's look at the example of being laid off. If you tell yourself that you will never find another job as great as the one you lost, you might feel sadness and helplessness, but if you tell yourself something else like it may be difficult, but eventually I'll find a good job for me, and maybe it will be even better than the last one, you might feel more optimistic and ready to move on, even if a situation appears to be 100% bad, there's always another way of looking at it. If changing the way you think about tough circumstances sounds hard, don't worry, you'll have lots of practice in the weeks to come, and a good way to start is to work on what we call flexible thinking, or looking at situations from different points of view. Now complete the exercise on flexible thinking, you'll have the chance to review it with your coach at the end of the week.

Exercise 1

Exercise 1 blurb: Thinking flexibly involves seeing situations from different points of view. In this exercise, think about a recent event that caused you to feel down, upset, or stressed. Then use the prompts to come up with your thoughts about the situation, and brainstorm other ways you might think about the situation.

Exercise 1 questions:

- a. ***Situation that bothered you - where were you, what were you doing, and who were you with?***
- b. ***How it made you feel? (Rate the intensity of your emotions from 0-10, with 0 being an insignificant emotion and 10 being an extremely intense emotion)***
- c. ***Thoughts (What were you thinking during the event?)***

d. Alternate viewpoints (How might your coach see the situation?)

Section 3

Video 3

I hope you found the exercise on flexible thinking helpful. Now it's time to talk about the next part of the equation, which is action. When we're feeling down about a negative event like a breakup or a job ending, we might want to sit on the couch and mope while we wait for motivation to come our way. We might isolate ourselves and avoid taking action, and this often makes us feel worse. In other words, it's a vicious cycle. For example, let's say you already know that when you sleep until 11am because you're unemployed, you feel irritable for the rest of the day, but even if you wake up at seven or 8am you don't feel like getting out of bed to take a shower, exercise or respond to email. You tell yourself that you'll do these things later once you wake up. Unfortunately, after sleeping a few more hours, you're still tired and even less motivated. Research has shown that taking action or doing something that's in line with our goals breaks us out of the cycle and helps us feel better. Why activity can produce good chemicals in the brain that lift mood. Also, the busier we are, the more positive situations we find ourselves in. Part of taking action is coming up with activities that give us a sense of pleasure or accomplishment. These could include cooking a meal, building your skills with an online class, or revising your resume. These things can be tough when we don't feel like it, but accomplishing even small activities can help us feel better and build motivation. Your list can include activities that help drive your job search and ones that are purely fun and relaxing. In fact, it's helpful to have a mix of both. If you're having a rough day, you might not feel up to doing anything beyond the bare minimum. This is common, believe it or not, taking action works even when you're not motivated to get started, as long as you get going. So see if you can make an agreement with yourself to do something for just five minutes, like taking a quick walk outside a little goes a long way. I think you'll find that doing these activities will result in an upward spiral of motivation, and you'll find yourself with the energy and desire to do more next time. Once you get going, it's easier to keep going. This ends our videos for week one. Now complete the goal setting exercise to think of and schedule one activity for this week. You should already have a meeting scheduled with your coach to take place this week or next. This meeting will be about an hour and will help you to take action on one of your goals. We've also compiled some additional reading on the topics we'll be covering in the course. So if you're interested, check that out by clicking on the resources tab in the app anytime you.

Exercise 2

Exercise blurb: When we are sad or anxious during stressful times, we may stop seeing friends and family, and we may give up activities that we enjoy or what give us a sense of accomplishment. As a result, we start feeling worse. We can come up with specific tasks each week to take action towards our goals. These goals take the form of activities that are in line with the lives we want to live. Because DRIVEN is a job search program, we will think about

both personal and professional goals. Pick an activity from the list or add your own. In the space below, write what you'll do and when you will do it. Be specific! Talk with your coach this week about how you might overcome barriers to achieving the goal.

Goal examples:

Personal goals (fun and relaxation):

- Take a fitness class
- Read a book
- Call or get together with a friend
- Play a board game or video game
- Practice a musical instrument or sing or dance
- Try a new recipe
- Write in your journal

Professional goals

- Update your resume
- Refresh your linkedin profile
- Search online for job openings
- Follow up on an interview ou had
- Join a support gorup or industry association
- Call a former coworker

Exercise questions:

- a. Please state your weekly activation goal
- b. Please state when you will do it