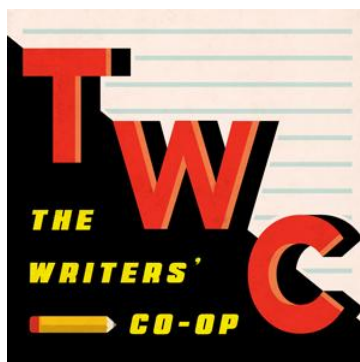


Worksheet: Your Lay-Off Survival Guide



Getting laid off is almost a rite of passage these days in media: it can be a grief-stricken, emotionally-fraught event that leaves you feeling frustrated and lost. In this worksheet, we'll talk you through the steps to processing a layoff so you can come back to work with more focus and an awareness of what you want and need.

Step 1: Process Your Emotions

Layoffs can bring up a lot of deep emotions. If you don't process these emotions first, you may end up feeling stuck later. So if you have the ability now, process your emotions with a therapist, loved one, or yourself by journaling.

Check the emotions below that resonate with you right now:

- Admiration
- Adoration
- appreciation of beauty
- Amusement
- Anger
- Anxiety
- Awe
- Awkwardness
- Boredom
- Calmness
- Confusion
- Craving
- Disgust
- empathic pain
- Entrancement

- Excitement
- Fear
- Horror
- Interest
- Joy
- Nostalgia
- Relief
- Sadness
- Satisfaction
- Surprise
- _____
- _____
- _____

For each emotion you feel strongly, consider the following questions with your therapist or in a journal:

- How does this emotion show up in your life?
- How would you describe the feeling of being in this emotional state?
- What does this emotion feel like in your body?
- What could you do to process this emotion?

Processing plan: With the help of your support system, make a game plan for how to process the emotions you feel most strongly. Some people feel the need to grieve by writing up their hopes for a job, then burning them. Some people feel the need to process anger and are helped by breaking something in a safe environment. (Try a Break Room, where you can break dishes and glass with a baseball bat for a small fee!.) Some people need to exercise, or cry, or take a trip to a new place.

My emotional processing plan involves:

- 1.
- 2.
- 3.

Step 2: Talk About Your Story

Below, tell the story of your layoff in several paragraphs. What happened? What responsibility do you take in the situation? What responsibility belongs to others? How did the lay-off itself go down? How does this event fit into the larger story of your career?

Step 3: Explore Possible Next Steps

What do you value in the workplace? Circle your top 5. Values represent what the conditions are when you feel most like yourself, and what you most care about.

- Family
- Freedom
- Security
- Loyalty
- Intelligence
- Connection
- Creativity
- Humanity
- Success
- Respect
- Invention
- Diversity
- Generosity
- Integrity
- Finesse
- Love
- Openness
- Religion
- Order
- Advancement
- Respect
- Joy/Play
- Forgiveness
- Work Smarter and Harder
- Excitement
- Change
- Goodness
- Involvement
- Faith
- Wisdom
- Beauty
- Caring
- Personal Development
- This Too Shall Pass Attitude
- Honesty
- Adventure
- Kindness
- Teamwork
- Career
- Communication
- Learning
- Excellence
- Innovation
- Quality
- Commonality
- Contributing
- Spiritualism
- Strength
- Entertain
- Wealth
- Speed
- Power
- Affection
- Cooperation
- Love of Career
- Friendship/Relationship
- Encouragement
- Pride in Your Work
- Clarity
- Fun-Loving
- Charisma
- Humor
- Leadership
- Renewal
- Home
- Be True
- Contentment
- Friendship
- Courage
- Balance
- Compassion
- Fitness
- Professionalism
- Relationship
- Knowledge
- Patience
- Change
- Prosperity
- Wellness
- Finances
- Gratitude
- Grace
- Endurance
- Facilitation
- Effectiveness
- Fun
- Fame
- Justice
- Appreciation
- Willingness
- Trusting Your Gut
- Giving People a Chance
- Patience
- Forgiveness
- Self-Respect
- Abundance
- Reciprocity
- Enjoyment
- Entrepreneurial
- Happiness
- Harmony

What career paths have you considered as next steps? In the chart below, list possible career paths in the left hand column. Along the top, list your 5 ideal values.

For each of the corresponding boxes, where the value and the career paths meet, note whether you think this job will fulfill that particular value. If you think it will, write why. If it won't, also write why. (Note: You may need to get in touch with someone working in this career path to do an **informational interview** to answer the values question if you don't know a lot about the job.)

Resources! Highlight 5 resources (books, podcasts, etc) that you might want to invest in, as you explore your next steps.

- 1.
- 2.
- 3.
- 4.
- 5.

Best possible guesses at next steps: What is your best hypothesis about what makes sense for you to pursue next? Use the below space to outline one or two options. Describe what the possible path looks like and what steps you need to take to walk toward it!

Step 4: Set Up the Logistics

It's time for a planning session! Consider the logistics you'll need to put in place as you push your plan into action.

MY TRUE NORTH GOAL IS:

IN ONE YEAR, I IMAGINE MYSELF:

STEPS TO TAKE THIS MONTH:

-
-
-

STEPS TO TAKE WITHIN 3 MONTHS:

-
-
-

STEPS WITHIN 6 MONTHS:

-
-
-

PEOPLE I NEED TO SPEAK WITH:

-
-
-

EDUCATION I NEED TO INVEST IN:

-
-
-

Along with this, if you decide to pursue a freelance career, we recommend investing in the [TWC Business Planning course](#).