



# ARLYN RECRUITING

Bringing you the latest in Human Resources and Recruitment



## WHAT'S IN THIS ISSUE

**STRESSORS  
WEIGHING YOU  
DOWN?**

1-2

**COMPLIMENTS  
APLENTY**

3-4

**DEAR ARLYN:  
WHEN IS THE  
RIGHT TIME TO  
MAKE A MOVE?**

5-6

## STRESSORS WEIGHING YOU DOWN?

Amber Tee & Brynn Danvers

In our fast-paced society, stressors are almost always inevitable to avoid, especially in the workplace. As hard as we try sometimes, there's really only so many hours in a day to complete what is required of you. By being mindful, understanding your specific needs, and opening lines of communication in your workplace, you can create a healthier, happier and a longer lasting career. **Here are a couple of tips to help you out the next time you're feeling overwhelmed:**

Mindfulness encompasses many different areas of self-care, and it often sounds simpler than it really is. Mastering mindfulness takes time and practice. One has to understand and recognize their moment-by-moment thoughts and feelings in relation to what is going on around them. While it's easier to imagine what

*cont'd next page*

## "ALLOW YOURSELF THAT MOMENT OF MENTAL CLARITY"



the future could look like, or look back and rehash what you could've done at that last meeting, the most beneficial approach is to rather focus on the present moment, and instead dealing with the current tasks at hand. Once you've conquered the more pressing, "*in the moment tasks*", you can easily move those down your mental priority list to tackle your next responsibility!

One technique to stimulate mindfulness in these situations is to turn to your **breath work**. A simple inhale and exhale, focusing with inhaling from your mouth and exhaling out feeling the tip of your nose, will help immensely when coping with uncertainties and stressors. This will help regulate your emotions and bring you back to a neutral position.

Another solution is muscle relaxation, try this the next time you're at your desk and need a moment to unwind. Take those shoes off and get comfortable and start with contracting one foot and relaxing the other, repeating this method on each side with a minimum 10 second count. Once you let go, focus on the tension flowing away as your feet become loose, and as your body relaxes, so will your mind.

If in-office tips don't strike your fancy, try speak to your boss, manager, or supervisor, and let them know how you are feeling.

If your issue is that you're not fully happy in your role, perhaps there's room for more flexibility and adaptation. Work-Life Integration programs are more prevalent than ever, after all it's 2019 and businesses are evolving. If you have other priorities outside the workplace that take up time, speak to someone about remote work or flex days. If your firm does not have these programs implemented or the ability to facilitate these, be creative and find other solutions to combat this disquiet feeling.

At the end of the day, what matters most is achieving your organizational goals, and keeping yourself happy, healthy, and productive. Allow yourself that moment of mental clarity and reprieve, as after all your mental wellbeing is the first and foremost important thing to achieving your goals.

bclma  
**2019**

PROUD SPONSOR



# COMPLIMENTS APLENTY

Amber Tee & Brynn Danvers

Complimenting your employees can often seem trivial, however neglecting its importance can lead to a number of shortfalls that will ultimately lead to damaging both you and your company. Afterall, no one's heard of an employee who quit because they received too many compliments!

Yet, the art of the compliment is often misconstrued, perceived as an easy task that requires almost little to no actual thought at all. The recipient, in turn, almost always recognizes when its given without any real thought. If you want to give more-meaningful expressions of recognition, consider these ideas:

**Behavioral:** We're talking Pavlov and positive reinforcement. How do we do that? **Easy:** Acknowledge and Encourage! When your team or employee does a task that merits recognition, try identifying a specific behaviour in said employee that exceeded your expectations, and in doing so, continue to encourage this behaviour further. Use positive reinforcement by acknowledging

*cont'd next page*



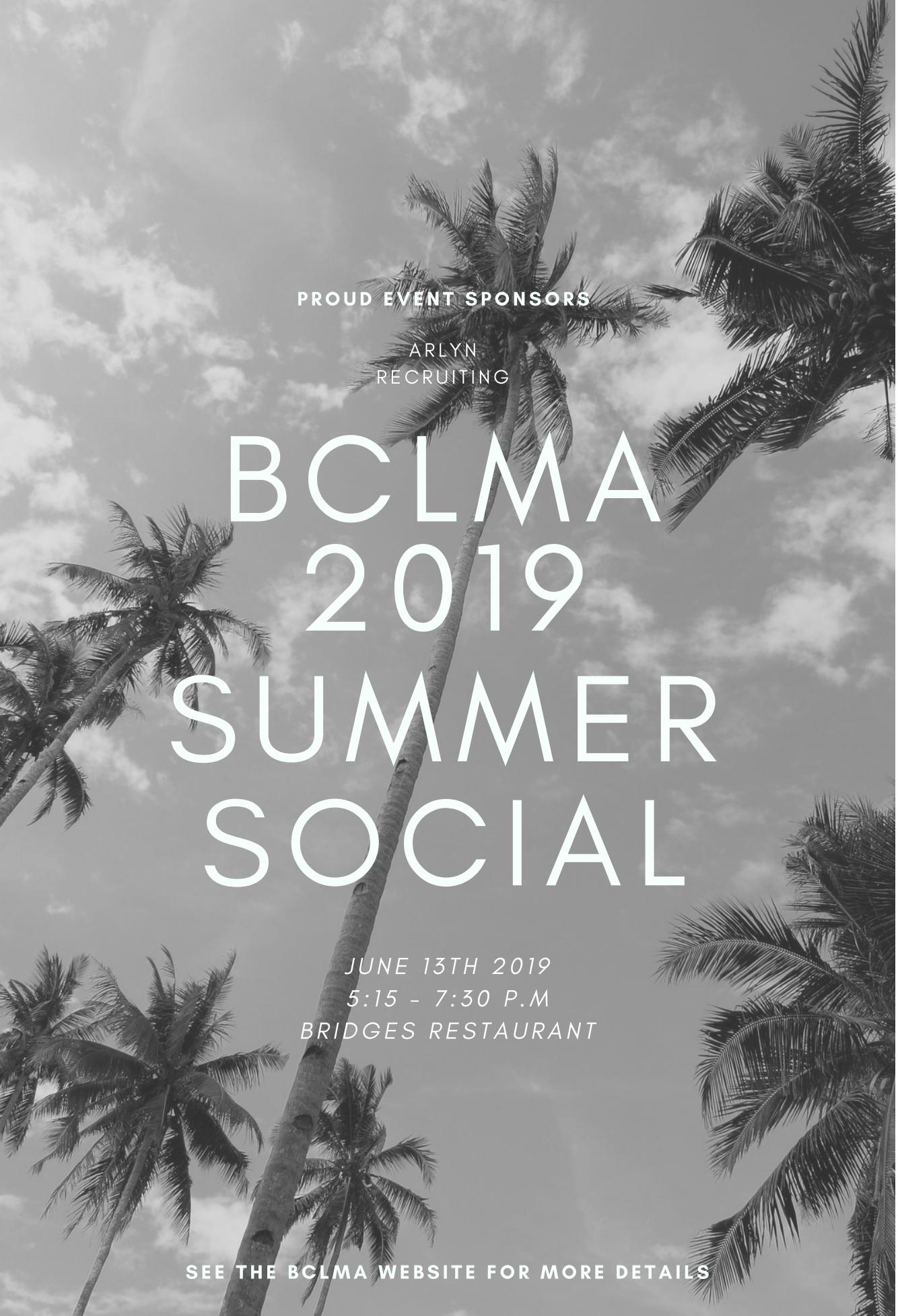
**Connection:** You'd be surprised by the number of employees who are unable to make a connection between their daily duties and how they benefit the company's overall performance. When soliciting a job well done, try tying in their efforts to the organization as a whole. By factoring achievements with the company's overall big picture, you're acknowledging that they, as well as the work that they do, matters.

**Reflection:** If you find yourself absolutely stumped on giving people the recognition they deserve, then perhaps you might be focusing too much on the negatives versus the positives.

**Reason-based choice** tells us that if we spend our time looking for problems, we're likely just going to find more problems, but if we spend our time looking at the positives, then we're going to start recognizing people who are actually doing some really great work for the firm.

As Jim Rohn says: "**Managers help people see themselves as they are; Leaders help people to see themselves better than they are**" (Rohn, 2014)." Words are far more powerful than you think, and with the right intention and words in mind, you can easily find yourself impacting your employees in a highly valuable and positive way.





A black and white photograph of several palm trees silhouetted against a bright, cloudy sky. The trees are angled at various heights, creating a tropical and airy feel.

Proud Event Sponsors

ARLYN  
RECRUITING

# BCLMA 2019 SUMMER SOCIAL

JUNE 13TH 2019  
5:15 - 7:30 P.M.  
BRIDGES RESTAURANT

SEE THE BCLMA WEBSITE FOR MORE DETAILS



Questions from our Candidates:

# Dear Arlyn Column

From seasoned professionals to college graduates alike, one of the top questions we've received this season is how-to negotiate salary, the do-s and the don't-s!

“

**Dear Arlyn,**

When is the right time to make a move in my career? I never know when I should leave and always end up staying. I'm comfortable where I am because my firm pays me X.

What do I do?

Sincerely,  
**Desperately  
Seeking.**

”

**Dear Desperately Seeking,**

Does a baby bird know when to leave a nest? Do baby turtles know where they need to go once they've hatched?

If you feel it in your bones, do not doubt your instincts. If that doesn't convince you, ask yourself this: What does the word "career" mean? The dictionary defines career as "an occupation" that is "undertaken for a [...] period of time" with "opportunities for progression." Keyword here being progression.

Now, break that word down. You can do this in a myriad of ways, but we recommend answering this mini questionnaire that may just lead you to the answers you seek:

## Questionnaire:

- 1) Do you feel motivated in your current role?
- 2) Do you feel challenged and/or engaged in your work?
- 3) When you're at work, are you able to focus?
- 4) Do you feel envious of friends in other places?
- 5) When Sunday evening rolls around, are you excited to get back at it?
- 6) Do you feel valued at your office?

If you answered no to at least two of the questions above, chances are it's time for that big change you've been waiting for. But what about salary, you may ask? "**I'm comfortable where I am because my firm pays me X.**" Again, your career should be about progression. Rather than looking for what you consider is the higher dollar now, look to progressing your career and skill set to open more doors for better opportunities and an even higher salary range than you can currently imagine.

As your friend, we recommend you be strategic with your career choices and take the road of long-term gain.

So before parking it behind that desk for the rest of your working days, do yourself a favour:

Life is about experience, take a leap of faith and for once, **trust yourself**.

From,  
**Arlyn**

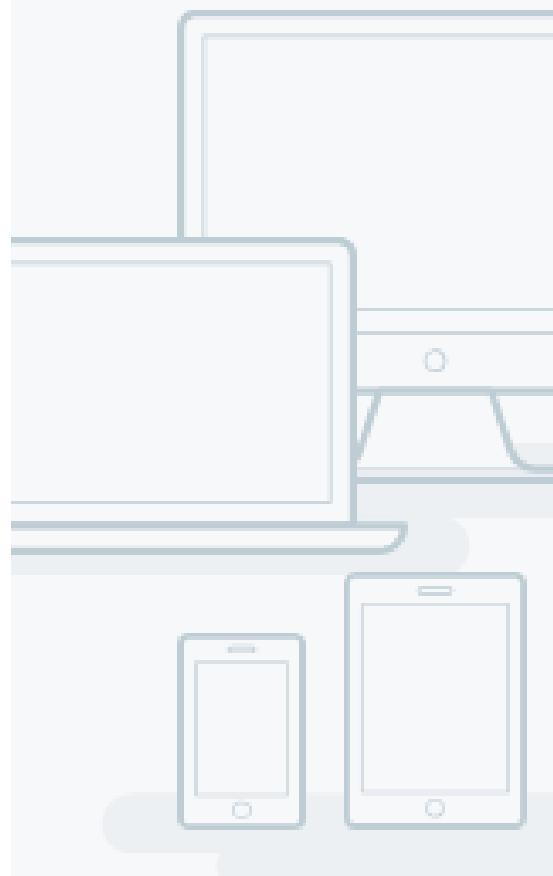
Got a question for us? Write to us at  
**info@arlynrecruiting.com** and your  
question may be featured next!

By submitting a query to Dear Arlyn, you grant Arlyn Recruiting permission to publish it on our websites. Your full name and contact details will never be included or distributed. Our staff is expressing personal opinions and views and the advice offered is intended for informational purposes only. Use of this column is not intended to replace or substitute for any professional, financial, medical, legal or other professional advice. If you have specific concerns or a situation in which you require professional, psychological or medical help, you should consult with an appropriately trained and qualified specialist. The opinions or views expressed in this column are not intended to treat or diagnose, nor are they meant to replace the treatment and care that you may be receiving from a licensed professional, physician or mental health professional. This column, its author and Arlyn Recruiting are not responsible for the outcome or results of following any advice in any given situation. You, and only you, are completely responsible for your actions. Arlyn Recruiting reserves the right to edit correspondence for length and clarity and offers no guarantee that a response will be given to any particular question.



**arlyn recruiting**

**Check out  
our current  
job postings**



**Click Here!**

The background image shows an aerial view of the Vancouver skyline during sunset. The city is illuminated by the warm glow of the setting sun, with numerous skyscrapers and buildings visible. In the foreground, the Granville Island Bridge spans across False Creek, connecting the downtown area to Granville Island. The water below is filled with many small sailboats and yachts docked in the marina. The overall atmosphere is serene and captures the beauty of the city's waterfront.

Vancouver's Legal Recruitment Experts

# Arlyn Recruiting

"Our approach to Legal Recruitment is different.  
Once you get to know us you'll see exactly what we mean."

An inset image in the bottom right corner shows a marina filled with many sailboats and yachts docked in the water. The boats are of various sizes and colors, creating a dense cluster of vessels. The water reflects the surrounding environment, and the overall scene is a typical harbor or marina setting.

Contact us at  
**[info@arlynrecruiting.com](mailto:info@arlynrecruiting.com)**  
to get started on your search, today!