A Monthly Newsletter of the Lehigh Valley Professionals

January 2015, Vol. 7, No. 1

#### JANUARY EVENTS

Jan. 9th LVP Meeting

10a.m. - 12 noon

PROGRAM: "RIGHT YOUR RESUME"

PRESENTER: ALAN ALLEGRA

Jan. 16<sup>th</sup> LVP Meeting

10a.m. - 12 noon

**PROGRAM**: "VOLUNTEER

OPPORTUNITIES IN THE LEHIGH

VALLEY"

PRESENTER: KAREN DALY-SMITH

TRAINING: "NETWORKING CARDS"

PRESENTER: DAVID BLANKENSHIP

New Member Orientation—12:15

то 1 р.м.

Jan. 23rd LVP Meeting

10a.m. - 12 noon

**Program:** "GETTING THE MOST

VALUE FOR YOUR NETWORKING TIME"

PRESENTER: RITA GUTHRIE

TRAINING: "THE NEW LVP WEBSITE"

PRESENTER: MARC LONGO AND WEB

Теам

New Member Orientation—12:15

то 1 р.м.

Jan. 30<sup>th</sup> LVP Meeting

10a.m. - 12 noon

Program: "Preparing for a

SUCCESSFUL NEGOTIATION"

**PRESENTER:** LINDA FRIEDMAN

TRAINING: "YAHOO GROUPS"

PRESENTER: DAVIDBLANKENSHIP

Feb. 6<sup>th</sup> LVP Meeting

10a.m. - 12 noon

**Program**: "GETTING YOUR HEAD

Right"

PRESENTER: JOSEPH FACCHIANO

**New Member Orientation—12:15** 

то 1 р.м.

## The View From The Helm

ith the temperatures plunging into the single digits this month, how cold are you?

If you want to warm things up, step up and get involved by joining a LVP Committee. You may not know it, but the Committees are HOT, HOT, HOT right now.

The IT/Web and Marketing Committees are on fire with the reimplementation of our LVP website. They have been meeting and working furiously over the holidays to get it up and running ASAP. Look for news on the release soon. At the same time, Marketing is continuing to organize our bi-monthly networking events after hours.

The Program and Training Committees are continuously collaborating to keep our calendar filled with quality speakers and training content that are the backbone of LVP. Their efforts keep us informed and up to date on current career opportunities and how to tap into them. We have scheduled the 2015 calendar out until April, with several others scheduled into October.

The Membership Committee is on tap each week with the set-up and registration of our new members. They come early to set up for the meetings and stay late for the New Member Orientation. They also handle all

the paper work and keep CareerLink informed on our attendance.

The Alumni Committee is constantly reaching out to our Alumni. They work hard on the LVP Communicator, which keeps members and Alumni alike informed regarding LVP events. They are eager to keep the Alumni engaged, especially with our after-hours networking meetings. Many of our Alumni are active in the weekly meetings and are on the LVP Board of Directors. The Board has reorganized this year and has spent many hours revising the by-laws due to changes within the organization.

The Executive Committee is busy keeping everything running and reaching out to the Lehigh Valley to keep LVP out front with the business community.

I want to thank everyone that steps up to help us keep going. If we don't do it, who will?

So if you are cold and huddled in – come out and join the active members and get involved. It's HOT at LVP.

Go forward,

Paula Nelson LVP Executive Chair nelsonp1@ptd.net



## How We Landed

#### Gene R. Johnston:

It is with great joy (and relief) that I send you this message of having landed. I participated in LVP for many months at the beginning of my unemployment in the summer of 2011. When there seemed to be no prospects of finding work, I decided to start my own consulting business helping small businesses with their network and reporting

requirements. This took me away from LVP and the support of professionals who were going through the same challenge as me.

In the mean time, I continued to look for a full time position. It took two-and-a-half years of faith and persistence to get to this point. I suggest that you stay connected to LVP while you doggedly pursue your next position. Perhaps, if I had done this it would

(Continued on page 2)

# Membership

#### **Develop Your Passion.....Really?**

On one of my frequent internet reading excursions, caused by an email from membership to a job related website such as Monster or Forbes, I came across a recommendation for a book called "So Good They Can't Ignore You" written by Cal Newport. The gist of the book is not to seek a job based on your passion but rather to do the hard work to perfect your job skills and ultimately your passion will come from this skill set.

Just as I personally benefit the most as an LVP member by talking with fellow members, the best part of the book are the author's interviews with real people. One of my favorite parts of our weekly meetings and our monthly newsletter, the LVP Communicator, is when I hear and read about fellow members who have landed. To me, these folks are a great example and are inspirational in my own job transition. They are like a scout or explorer who has been there and done that. Through hard work, they found what worked for their skill set.

Recently, while procrastinating writing this article, one of our recently landed members, Keith Lorentz, shared with me what he went through in his job search. We had an inspirational speaker, Rod Colon, who spoke in October about becoming your own "CEO" of "Me Inc." and "Own Your Career". Keith took Rod's advice and by the first week of December he received three job offers, accepted one of them, and then received two more job offers after being hired.

Just like in the book, Keith worked hard at developing his job transition skill set and used that to land a job. It was not his passion that landed the job, it was his skill set.

Theodore Zukowski LVP Membership Chair theodorezukowski@yahoo.com

## How We Landed

(Continued from page 1—Gene R. Johnston)

have taken much less time for me to "land".

If you are a person of faith, rely on God to put you in the right place at the right time. Trust Him as you are living one day at a time and don't worry about tomorrow "...for tomorrow will worry about itself. Each day has enough trouble of its own." (Matthew 6:34).

I wish you all success as you navigate the job search minefield.

Gene R. Johnston jsysgrj@gmail.com

#### Jim Flynn:

I will be returning to Avago on 1/12/15. I think good follow-up communication was a key to my success. This included emailing the hiring manager at the same time as applying through normal channels, a follow-up email after the phone interview to address any issues that I felt needed follow-up, and similarly a follow-up email after the inperson interview.

Jim Flynn jamesflynn8804@gmail.com

#### John Orsini:

Greetings LVP members. It is with a heavy heart that I formally announce my departure (hopefully not my leave of absence) from the group. It has honestly been a pleasure working with you, and for you, these past months.

On January 5, I started a full time job with

Northampton County as a Community and Economic Development Specialist. I have always preached about the importance of networking. I found my job after one of my contacts notified me of the opening. I leveraged other contacts in my network in my due diligence before the interview to learn as much as I could about the position, the tasks involved, and the culture. As it turned out, I also knew the two people who interviewed me, putting me at a clear advantage over other candidates.

You CAN NOT know too many people, so get out there and get known. One of my early mentors once told me: "Don't be afraid to talk to anyone. Everybody puts their pants on the same way." I never forgot that bit of advice and would often remind myself of those exact words before a meeting. As the years went on, it became easier and easier to network. In fact, I learned that most people are just as uncomfortable getting over that networking wall. We all are truly on a level playing field.

So remember: Don't be afraid to talk...well you get the idea. Two weeks before, I had four interviews for three different jobs. The next week, I had two offers. One was from a local public accounting firm early in the week, and the second was an oral notice of intent to make an offer from MB, Levis & Associates, a financial advisory firm. The offer letter arrived and made the choice very easy.

All the Best, John Orsini Former 1st Executive Co-Chair orsini j a@yahoo.com

LVP Communicator is the monthly newsletter for Lehigh Valley Professionals (LVP). It is distributed via the web at <a href="www.lvprofessionals.org">www.lvprofessionals.org</a> and by e-mail at the beginning of each month.



Managing Editor: Tom Emmerth Layout Editor: Gary M. Schall Copy Editor: Lee Vedder

LVP is a free recruitment resource for companies, organizations, and recruiters seeking high-caliber professionals and consultants of all disciplines, in the Lehigh Valley and surrounding areas.

LVP meets every Friday (except holidays) at 10 a.m. at the PA CareerLink Lehigh Valley, located at 555 Union Boulevard in Allentown.

For additional information call, 610-437-5627, ext. 218

## Alumni

#### Being Purposefully Successful

Success, like anything else in life is a choice. It is supported and bolstered by a positive mentality, outlook and belief system. We become who we think we are and we become what we think about throughout each and every day. Life will meet you at your level. If you are thinking great thoughts, positive thoughts, then Life will respond accordingly. However, the same is true for negativity. If we think negative thoughts, thoughts that undermine ourselves or others, then Life will meet us there too and our days will be full of frustrations and most disheartening, indeed.

We must make it a point to be deliberately positive, deliberately helpful and, ultimately, deliberately successful. If we find ourselves in stressful or trying situations, remember that Life is made up of two parts: what happens to us and how we react to it. How we react is always within our control and therein lies the most powerful secret to anything. At any given time we can react in a positive or negative way. The choice is always ours. We have the power to shape our future by how we react to Life now, in the present. Remember to live purposefully and positively. Doing so sets up positive energy around us and, as Like Attracts Like, positive people and events.

Nothing in Life is by accident. But, because we can control our reactions, we can purposefully set ourselves in a successful direction. It is not enough to think it or dream it; we must act it. If we act successful, act positively, then success and positive occurrences will begin to follow us through Life.

Joe Wolfe jmwtyr@rcn.com



## What We Learned

**December 5th** — Along with the great success of the Mock Interviews held on December 5th, we integrated four minitraining sessions during the interview sessions. The mock interviews were about 20 minute in length and during that time we had 15-18 minutes to conduct short learning sessions. The first session helped us relax as David Blankenship, LVP Training chair, took us on a mini beach vacation via a guided visualization. Once we were relaxed, Tom Emmerth, LVP Alumni chair, gave us the lowdown on Interview Follow Up during the next interview session. You literally have just seconds to make a first impression, and Bill Miner, LVP Training committee, reviewed the best practices for making a Positive First Impression. During the final interview session, Fay Kercher, LVP Training co-chair, gave us ways to De-Stress After the Interview or any stressful situation.

December 12th — Lynn Sfanos presented an in depth discussion on "Cover Letters." While a cover letter may not always be a necessary introduction to your resume, when you use one it will be more effective if it is targeted to the needs of the employer. The cover letter should have an opening paragraph that states your purpose and arouses interest and identifies the position and its source. The central paragraph should present your strongest matching qualification for the

job. The closing paragraph can call attention to the attached resume but more importantly will suggest an action plan and help them see how you fit into the company culture. The "T Format" cover letter was mentioned as being a very effective way of demonstrating that you meet all the requirements stated by the position. Because this format makes use of 2 columns, for requirement and qualification, it is more effective as an attachment, but you still can use it when online applications force you to paste the text into a webpage, by typing out multiple paired listings of "Requirement: \_\_\_\_\_" followed by "Qualification: \_\_\_\_\_" on the next line. It is good practice to use the same header or banner on the cover letter as you use on your resume, as this helps present unified branding. When your cover letter is written as an email, it is good for the subject line to state the position title and job ID and for the letter to be a bit briefer than usual.

**December 19th** – LVP Holiday Party. This was a great occasion to use and practice your networking skills.

David Blankenship Training Chair dblankenship370@gmail.com

Terry Guire Program Chair terry.guire@gmail.com



While the dress code for the holiday party was business casual, some party goers chose to go formal. Penguin goodies courtesy of LVP member Nancy McCurry.

# IT/Web

Did Santa bring lots of electronics to your home this year? Perhaps the good boys and girls received new laptops, tablets, mobile phones, maybe an Xbox or PlayStation. Chances are your neighbors also added wireless devices in their homes.

Neighboring wireless home networks that run over the same channel generate radio interference that can cause significant network performance slowdowns or even drop network connections. Re-configuring a network to run over a different channel helps minimize these slowdowns. A free utility, WifiInfoView (http://tinyurl.com/o8c97uq), scans the wireless networks in your area and displays information about them, including Network Name, Signal Quality and Channel Number.

Running WifiInfoView from my home picked up 25 different wireless networks, of which 13 were on (and interfering with) channel 1, with another 8 on channel 11. From here I found the least congested channel, accessed my router's web interface and selected a better channel.

Changing your router's WiFi channel is relatively simply, but read the manual closely to minimize any risk.

Because the effects of signal interference vary over time, what appears to be the best channel one day may not be as good in the future, especially if your neighbors are as tech savvy as you.

Marc Longo IT/Web Committee Chair longomj@comcast.net

## Marketing

#### Old McDonald Had a Profile, EE-IY-EE-IY-O

How many times are you going to have to hear it? LinkedIn this...LinkedIn that... yada, yada, yada. Well, you're right. You're going to hear it again.

Lesson number 3 – Get Online. You've heard the LVP mantra, but it bears repeating. Get on LinkedIn. Make your profile impossible to overlook. Participate in discussions. Upload a professional head shot. Get recommendations. All of these things not only push YOUR profile from novice to expert, but they also push YOUR profile higher in the rankings when those recruiters and hiring managers are searching LinkedIn for YOU.

ence online. LVP offers another way to get yourself found online...
www.lvprofessionals.org. That's right.
Setting up your account on the revamped
LVP website will make it easier for employers to search for and connect directly to your LinkedIn profile to see why YOU are their next hire.

LinkedIn should not be your only pres-

To alleviate concerns from prospective employers about stale information on the LVP website, there is an expiration date on your entries. Yes, that means you have to update your information on a monthly basis. Add it to your calendar of activities performed each week and that becomes a non-issue. If you DO take the time to do this, you'll add another tool to your job search toolbox, again making it easier to be found. We all know that the hard part is being found; with our education and the tools LVP has given us, we can easily convince them we are an absolute fit for their needs.

Do not pass up this opportunity to get online and get found.

Gary M. Schall Marketing Committee Chair gmschall@gmail.com

# LADIES AND GENTLEMEN, YOU ARE CLEARED FOR LAWY AND AT JETPORT!

On Tuesday, Janua TE, 2015 – Open House 5 to 7pm – Registration FREE

At Story of El-Jetport Lounge, 3400 Airport Road, Allentown

Networkers, this is LVP Flight Control. Come lower your landing gear and hobnob, mix and mingle with talented professionals from the Lehigh Valley at our favorite networking terminal, the Days Hotel Jetport Lounge near LVI Airport. Career professionals, employees, employers, hiring personnel, college graduates and experienced networkers should hold the date and taxi in for the fun. The program is hosted by Lehigh Valley Professionals, a no-fee personnel recruitment resource for companies, organizations and recruiters seeking high-caliber professionals and consultants of all disciplines in the area. See you on the runway at Jetport!

Registration is limited to the first 150 people. Cash Bar and Food Service Refreshments will be available.

SIGN UP at http://wowlehighvalley.com



