

THE EXTRA POINT

BY JERRY ROBERTS



160 You Hear the Words “You’re Fired.” Now What?

There are a lot of ways a boss may say it but it never comes out easy to swallow. You’re being terminated. What do you do now? I’m Jerry Roberts and That’s next, on The Extra Point.

Okay, disclaimer time. What I’m about to discuss applies to terminations over performance issues, and in one instance because of financial trouble. If you’ve been a pain in the tail and are being fired for bad behavior, that’s another story.

1. When you get the bad news, keep your cool. Don’t argue, don’t blame, don’t beg.

2. Ask for the reason you’re being let go. Responding effectively requires knowing this.

3. If your performance hasn’t been good enough and you want to stay, ask your boss what it would have taken for you to keep your job. When he/she tells you, apologize for not meeting expectations and then pledge that you will rise to that level immediately. Giving you one more chance could work for the boss because there is a cost of training a new worker to replace you.

4. If the boss declines, go to the HR manager and be open, admitting that you should have done better and you’ll work much harder if they let you try again in another department.

5. If you lose your job because the company is hurting financially, there may still be a way to remain on the payroll. Ask if you can stay on part-time. Sometimes that will work and then when times are better, they can bring you back full-time. Yes, it’s now half a job but look at it this way — it might be easier to find a second part-time job to supplement your income than it is to find full-time employment.

6. If there’s no way to stay and that becomes clear, make the decision to leave on good terms. Thank everybody for making your time at the company a great experience, and that includes upper management. Make a good

last impression and the door could be open to you returning down the road.

7. Ask coworkers and superiors for job leads. They may know of someone who will give you a try, and their referral could get you in the door.

8. Detail stuff. Make sure to get all personal items from your work area, including personal files off of your work computer. I’d also clean any of their files from any device I own. Make sure you have the contact info for coworkers, customers and vendors, so you can send out the news of you leaving. This is image control, and you want to manage that. Make sure your head is on straight and then send an email that tells them you’re moving on. No long explanations are needed. Be smart and if you reference the company at all, be gracious.

9. If you can I suggest you take a day, maybe two, to just relax and air out. Then, put your plan together to get your next job. Organize any leads you have, let your inner circle of friends and associates know you’re looking, and get your resume together. As we’ve discussed before, clean up your social media accounts and look more professional. Most prospective employers are going to check.

10. Almost every successful person has lost a job. Get beyond any embarrassment. Learn from the experience and grow from it. When you sign on with your next employer, make your mind up to bring a winning attitude and deliver high-level performance.

That’s The Extra Point. Get out there and make something good happen today. For 93.3 and the Ray Gibson Show, I’m Jerry Roberts.

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