

Michelle Phillips



Q. What about each of these areas of your life would you like to improve upon?

Job

Health

Relationships (This can be love interests, friends, or family)

Personal Image

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Q. What are 10 things you like about yourself?

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Write down your positive affirmations.

Example: My inner strength is beautiful. Create yours:

Q. What are 10 things you love to do even if you're not doing them now?

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

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Q. If you could wave a magic wand... what would you do?

Ready to make a change for the better!
Contact Michelle for Personal Life Coaching.

And for more great tips and to join Michelle's
community of support, go to
www.michellephillips.com

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Accomplish

Adventure

Artistic

Assemble

Accepting

Amused

Awake

Aware

Connected

Joyful

Passionate

Present

Sensitive

Spiritual

Beauty

Brave

Build

Calm

Capable

Coach

Comfort

Community

Compassionate

Complete

Courageous

Dependable

Designing

Devoted

Dramatic

Dreamy

Educated

Elegance

Encouraging

Energize

Enjoyable

Enlightened

Entertaining

Excellence

Experiment

Expert

Explain

Family

Freedom

Fun

Glamour

Grace

Guide

Have fun

Health

Holy

Honest

Humor

Imagination

Improve

Influential

Inform

Inquisitive

Inspire

Integrity

Inventive

Laugh

Learning

Love

Magnificence

Mastery

Ministerial

Observant

Open-minded

Originality

Patient

Peaceful

Persuade

Planning

Playful

Radiant

Refined

Related to God

Responsible

Romantic

Security

Serenity

Show Compassion, S

Sincere

Spirit

Spontaneous

Strength

Supportive

Thoughtful

Contribution

Creative

Experiential

Leadership

Nurturing

Related

Teaching

United

Winning

Transforming

Trustworthy

Truth

Understand

Unique

Uplift



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TAKE ACTION

Create a Mission Statement

Your mission statement is not a short term goal. It is not, “I want to lose weight,” or, “I want a new job.” Your mission statement should encompassed who you want to be, and what you want to leave behind as your legacy on earth. Your mission statement is your values combined with the inspiration and purpose behind every action you take. Write down your mission statement:

What are the things you need in place to reach your goals, to fulfill your mission statement, to live a beautiful life?

What is within your control, right now, today?

What resources are available to you? Write down a list of what you need, websites to research.

How will you use this resource called Time to work toward your goals?

Asking for Help. Who in your life will support you in reaching your goals? Write down a list of names.

Dedicate time every day toward the goal. Pick a specific time and place. Schedule it, just like you would schedule a trip to the dentist or an oil change for the car.

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WHAT IS HOLDING YOU BACK?

Excuses. We all have them: “What will other people think?”, “Am I good enough?”, “I don’t have the time or money.”

Write down your excuse for not moving towards your goals:

Now I want you to write down all of the wonderful things that will take place when your dreams do come true?

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Invest in Your Appearance—and Your Future!

The most important thing to know is...first impressions are everything! No matter how much experience you have, you are not going to get a second chance at a first impression.

Wardrobe should include *at least one or more* of the following:

- 1 black or navy blue pair of dress pants or skirt (only a few inches above the knee)
- 1 Black or Navy Blue Jacket
- 1 Crème, Navy, or Grey colored button down sweater (substitute for a jacket)
- Solid colored blouses and shells (colors should be basic, no bold or loud prints)

These core pieces can be mixed and matched to create an entire wardrobe for second and third interviews as well as professional attire for your new job.



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Invest in Your Appearance—and Your Future!

Next step...Accessorizing

Keep the bling to a minimum. Jewelry should be on the conservative side...leave the big hoops and loud bangle bracelets at home, wear low heels, hosiery if you wear a skirt, and a professional bag or briefcase that you can put your resume, Daytimer, cell phone and wallet in. It is not the least bit professional carrying ten things and your handbag into a meeting.

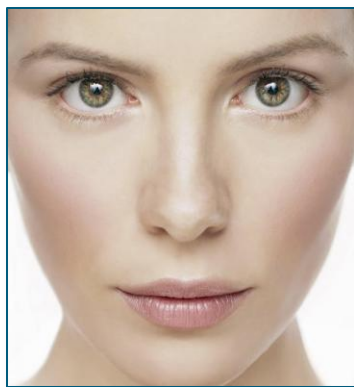
Make-Up

Less is more....wear a lightweight foundation, soft colored blush, neutral shade of lipstick, and eye shadow soft and natural. Don't forget to have nicely manicure nails with a light colored nail polish. Also...avoid perfume. Some people are allergic....and heaven forbid it is the person that is interviewing you.

Hair should be neat, and if past shoulder length, I suggest pulling it back away from your face. Half up- or pulled back in a professional pony tail.

Before you land the job, you've got to look the part... We can't control the effects of the economy right now...but we can control our own personal image.

Last, the one accessory you can never leave out of your wardrobe is confidence. Walk in to that business meeting or interview like you are going walk in to work every day, looking and feeling like the best you for the job!



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