



**Welcome to 2017!** Here at Arlyn Recruiting, we are excited to take on the New Year. Let's make this a good year to evaluate who we are and how we fit into our workplace environment. As we embrace this New Year, this newsletter offers some tips to leading a healthier life by reducing or learning to live with stress, strategies to create a stress free workplace atmosphere, and the importance of working to develop your current employees instead of starting a search for their replacement.

*If I've learned anything through all of this, it's that each day is a canvas waiting to be painted.*

*Craig Sager*

## A Work Environment Where People Want To Stay; Discussing the Exit Interview Vs. The Stay Interview.



"When I press this button, activating the trapdoor, this will conclude the exit interview."

Scott Nickel for Readers Digest  
<http://www.rd.com/funny-stuff/work-cartoons/>

For many employers it is a common occurrence to conduct an exit interview on the resignation of an employee. Although it

may be helpful to the company in assessing the cause of the employee leaving the position, it is not a very effective tool of retention. The exit interview is seen as a post help solution to a problem, instead of a preventative solution. Why not have an interview type discussion with an employee while they are still invested in the company, before the thought of leaving even becomes a part of their mindset? This would

be what is now called the 'Stay' Interview. It is an assessment of the current status of the employee, both in their job satisfaction, overall happiness, and career path. This interview is not only helpful to the company, but it also instills confidence in the employees, and a bigger sense of inclusion in the company as a whole.

Resources:

<http://www.inc.com/ilan-mochari/stay-interviews.html>

<https://www.erecmedia.com/Int/stay-interviews-20-possible-questions-you-should-consider-asking/>

### THE STAY INTERVIEW

#### Good for 4 very important reasons.

1. **It's preventative** investigating not only what would make an employee want to stay but what could also potentially cause them to consider leaving.

2. **It motivates**, showing employees that you have a vested interest in them as a worker and as a person, and that you care about their

wellbeing and their part on the team.

3. **It's positive**, and reinforces the factors that are keeping employees in the work place.

4. **Employee Retention**  
It prevents employees seeking work elsewhere.

Resource:  
<https://hrsoft.com/blog/stay-interview-vs-exit-interview/>

#### Top Retention factors

1. Job ownership
2. Strong company culture.
3. Growth opportunities.



Resource:  
<http://www.globoforce.com/gf/blog/wp-content/uploads/2015/03/3009738-500x375.jpg>

### Stress: no longer the Enemy. 'How to make stress your friend.' Notes from a TED talk by Kelly McGonigal.

We have all dealt with stress, what if there was a way to be okay with the stress in your life, and to live with it. A Ted Talk called "How to make stress your friend" by Kelly McGonigal, psychologist, gave beautiful insight into our negative outlook on stress. She spoke about the way we can work with our stress instead of viewing it as detrimental to our health. We should look at stress as our body's way of pushing us forward, and motivating us to push through and take the challenge. If we are able to recognize this, then we can work with the stress in our lives. Our body will naturally strengthen in the areas needed, work faster if necessary, and even give us the desire to seek the comfort or support of others, ultimately helping reduce the negative feeling of stress. So it is important we work with our body's natural ability to take care of us, and really listen to our bodies needs. Changing your mindset could really save your life, and put you on a healthy path to a happier and potentially longer life.

Resource: [https://www.ted.com/talks/kelly\\_mcgonigal\\_how\\_to\\_make\\_stress\\_your\\_friend](https://www.ted.com/talks/kelly_mcgonigal_how_to_make_stress_your_friend)



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## Find a suitable career

Searching for a new career? Career mapping is a great way to outline your skills and abilities, your values and goals, and what you want in a career. It encourages you to research companies and positions you are interested in to see if they are a match for your skill set, abilities and align with the values and goals you have for your life. Create a mission statement that outlines everything from your values and goals, to the type of environment and geographic location you hope to work in. Keep in mind your mission statement when searching for or researching jobs. See if your mission statement matches up with the company values and goals. Finding a good career fit is not always easy, and so it is important that you put effort and time into locating jobs that really match up with who you are, your capabilities, strengths and desires.

Resource: "How to create a strategic plan for your job search" <http://www.careerealism.com/job-search-strategic-plan/>

## 9 ways to create a Stress free work environment by Jenny Foss

1. **Add Personal Touches**
2. **Keep Your Workspace Clean and Organized**
3. Learn to **handle or ignore interruptions**
4. **Adapt to change** (high turnover/rapidly changing tech.)
5. **Add plants** – they reduce absenteeism, stress, blood pressure, noise levels, room temperature and humidity, and increase positive feelings.
6. Be a **good communicator**
7. **Incorporate Relaxation** into your work day -soft music, stretch, walk.
8. **Change the layout** of the office -make it a functional workspace for what you need to accomplish.
9. **Redecorate** - neutral tones, no fluorescent lighting, and maybe even a decent chair.

Resource: <http://www.forbes.com/pictures/lmj45mmjj/9-ways-to-create-a-stress-free-work-environment/#506c3f936506>



Resource: <http://wpnature.com/wp-content/uploads/2016/08/lakes-trying-grasp-light-colours-lake-clouds-sky-water-nature-trees-black-white-mountain-wallpaper-1600x1080.jpg>

## WHO WE ARE AND WHAT WE DO...

We offer training, consulting, outplacement, temping, as well as recruitment. As we introduced in detail last year, we offer coaching services with one of our Senior HR Advisors Diane Cronk who is also a certified coach, and currently completing her Masters in Counseling. It is our desire to help out in all aspects of the work place, and help the legal world of employment move forward. As this newsletter showcases there are many ways that you can improve your work life. Whether it is a better work life balance, understanding your stress and how to reduce it, as well as helpful tips from managing a workplace to tips on how to find the perfect career. We look forward to this being a great year, and wish you all the best. Make sure you check out our website, Facebook, Twitter and LinkedIn Profile for new job postings daily.

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