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## Lynn Hazan & Associates

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1-9-18: LYNN'S E-JOBS: Lynn's Updates: With Thanks to SNL

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Lynn's E-Jobs  
**Lynn's Updates:  
With Thanks to SNL**

Job Opportunities  
Consulting Services  
Article of the Week  
Events  
Free Webinars



### Lynn's Updates: With Thanks to SNL

I recently attended the Innovation Chicago event at the Museum of Broadcast Communications. Check out the exhibit and put yourself in the broadcaster's chair. Here are our updates. 2018 is off to a good start. It's even warming up outside. Time to apply for the following jobs:

1. **Director of Operations-** Cemetery in near west suburbs of Chicago. Great position for career changer with business experience from real estate, marketing, operations, medical, etc. Candidate will learn the business. Combo of operations, process and people. Knowledge of Jewish customs and traditions will be helpful.
2. **Content Conference Producer:** Plan 8 conferences/year for professional communicators. Can work from Chicago office, Denver or Raleigh area.
3. **Social Media Strategist:** Client is a near north Chicago suburban real estate PR agency which is growing its social media offerings to its clients. Candidate will initially work as a freelancer. Potential to grow the position and hours.

**Free Webinars :** Scroll down for the latest free workshops. You can also view recordings if you miss the dates.

**Events :**

NSENG- Next workshop on Mon, Jan 22

Chicago Innovation event on Mon, Jan 29

Around Chicago Elevated, Feb 12. See you there.

### This Week on Lynn's E-Jobs:

Job Opportunities  
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[Our current openings](#)

### **1. Social media Strategist - Freelance - Chicago, Near North Side**

For the candidate who can craft social media campaigns tailored to each client. Must have strong personal presence and able to create social media campaigns for clients. Candidate will work closely with PR-Agency President to pitch to clients.

### **2. Content Conference Producer- Revised Specs- Chicago, IL, Raleigh, NC or CO**

Ideal candidate has experience in corporate communications, PR, Journalism, not for profit or associations. Candidate has experience with writing, and is able to work create content for conferences geared to professional communicators. Candidate will plan 8 conferences/year and MC the events.

### **3. Director of Operations - Revised Specs - Near west Chicago suburb.**

For candidates skilled in business operations and human compassion. Looking to change careers? Great opportunity to apply wisdom and expertise to a new career track. Candidates with Real Estate, Property mgt., operations, hospital administration, community service or general business experience are encouraged to apply.

### **4. Internship - Acclaimed Internship Program - Lynn Hazan & Associates - Chicago**

Work directly with president, staff and other interns in an energetic environment. Career builder for students or new-grads interested in marketing, communications, human resources or recruiting.

Flexible hours; can receive college credit.

**Keep reading for interview tips, Lynn's one on one coaching workshops and more.**

**Lynn Hazan. Lynn@lhazan.com. www.lhazan.com**

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## **Social Media Strategist**

Are you a Social Media Strategist? Have you created social media campaigns from the ground up? Have you advised companies on which social media platforms to use to maximize engagement? Click [here](#) for full job specs.



Candidate must have deep familiarity with social media tools and the ability to evaluate effectiveness of tools and campaigns. Great presentation skills, poised and confident with clients. Deadline-oriented. Able to juggle multiple projects and work well under pressure. Work collaboratively with a small team.

**Location:** Chicago, near North Side

#### **What Client does:**

Client is a boutique, family-friendly agency with flexible hours. Strong emphasis on creativity, integrity, determination, and fun. Ideal candidate who enjoys a collaborative, open environment and stays up-to-date on trends /current events will thrive in this position. Writing test part of the interview process.

Click [here](#) for full job specs.

#### **To Apply:**

Send your resume, hourly rate, writing and SM samples, and answers to the questions from this link <http://lhazan.com/qa/> to [lynn@lhazan.com](mailto:lynn@lhazan.com). Header should read: Social Media Strategist. Your follow up call to 312-863-5401 will make a difference. [www.lhazan.com](http://www.lhazan.com)

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## **Specs revised- Content Conference Producer**

Are you a skilled writer? Have a background in Journalism, PR, corporate or not for profit

communications? Curious about the latest trends in internal/external/digital communications? Want to be a conference producer? Click [here](#) for more info.



Candidate must have 5+ yrs of experience in journalism, content production or editorial. Comfortable speaking in public and recruiting speakers. Must be passionate about communication. Candidate will plan 8 conferences/year.

**Location:** Chicago, IL, Raleigh, NC or CO

**What Client does:**

Our client is a nationally renowned corporate communications training, news, and conference provider. Client helps organizations create brand journalism news sites, organize and train writers/editors, and restore reporting (and creative storytelling) to internal and external communications.

Click [here](#) to be redirected to the full job specs.

**To Apply:** Forward your resume, writing samples and answers to the 10 questions from this link <http://lhazan.com/qa/> to [Lynn@lhazan.com](mailto:Lynn@lhazan.com) with the header Content Conference Producer. Your call to 312-863-5401 will showcase your attention to detail.

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**Specs revised - Director of Operations**

**Do you have operations experience? Can you bring calmness to clients and their families facing EOL decision making choices? Click [here](#) for job specs.**

Candidate will deal directly with customers and funeral directors; oversee cemetery property, 40 grounds staff and 12 office staff



Candidate should: have 5+ years of business experience in management, sales or administrative position; be able to make decisions, exercise discretion and independent judgment, and solve problems.

For more info on job qualifications click [here](#)

Are you comfortable in a Jewish cemetery environment? Want to make an impact for the next generations of customers?

**What Client does:**

Client offers services and solutions to families dealing with difficult times.

**To Apply:** Forward your resume along with the answers to the 10 questions from this link <http://lhazan.com/qa/> to [Lynn@lhazan.com](mailto:Lynn@lhazan.com) with the header: Assistant Cemetery Manager. Your call to 312-863-5401 will showcase your follow up talent!

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**OPEN POSITION!**



Internship - Marketing, Communications & Recruiting

Participate in Lynn Hazan & Associates' acclaimed internship program.

A definite career builder for a student or new grad interested in marketing, communications, human resources or recruiting. Previous interns have graduated to careers with major corporations, agencies, nonprofits and entrepreneurial businesses.

Click [here](#) for details.



**CONSULTING SERVICES**

Take advantage of our Resume Review and Empowered Job Seeker Winter specials.

- The Resume Review (Click [Here](#) to Learn More)

In this session, Lynn Hazan will help you to break through the clutter of similar, boring resumes. You will receive practical suggestions and tips on how to revamp your resume. Complimentary follow-up phone session to assess revised resume is included. Time permitting, LinkedIn profiles will also be evaluated.

- Empowered Job Seeker-Winter Special (Click [Here](#) to Learn More)

"Empowered Job Seeker™" is a program that helps candidates undergo effective job searches in the ever-changing marketplace. In this 3-hour (1.5 hours each session), one-on-one or group consultation, participants learn proven techniques to more successfully market themselves as the candidates of choice.

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## FEATURED ARTICLE OF THE WEEK

- **10 Workplace Trends You'll See In 2018:** Learn the influential 10 workplace trends and get prepared for the success in beginning of 2018!

Click [Here](#) for Full Article

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## EVENTS



### 1. NSENG - Your Online Job Search: Best Practices vs Timewasters

Lauren Milligan presents on "Your online job search: best practices vs timewasters" plus a round of networking

Conducting a portion of your job search online is essential but it's also easy to spend several hours that produce very little results for your time investment. There are many job sites that can entice you to keep conducting keyword or job title searches but it's not always the best use of your time. During this presentation, executive coach Lauren Milligan will discuss the most valuable job sites and the online activities that provide the best value.

**When:** January 22nd, 2018 --- 6:15 - 8:30 pm

**Where:** Glenview Library: 1930 Glenview Rd

### 2. Chicago Innovation - The Innovator's Guide to Chicago

What exactly does an innovator in Chicago need to know...? You will be equipped at this stellar gathering of all the major players in Chicago's innovation scene - including 30+ organizations fueling innovation in Chicago and a lineup of speakers representing the "6 Pillars of Chicago's Innovation Ecosystem." Start your year off with all the maps and keys you'll need to navigate Chicago's growing innovation landscape.

**When:** January 29th, 2018 --- 5:30 - 8:00 pm

**Where:** Uptake: 600 W. Chicago Ave. Chicago, IL 60654

### 3. Around Chicago Elevated - Networking at The Willis Tower Skydeck

Mingle with awesome people in great careers just like you ... law, real estate, banking, sales, events, hospitality, meeting planning, restaurants, catering, hotels, public relations, transportation, not-for-profit, arts, marketing, museums, human resources, the chambers of commerce and the convention bureau.

**When:** February 12th, 2018 --- 6:00 - 8:00 pm

**Where:** The Willis Tower Skydeck 233 S Wacker Drive Chicago, IL 60606

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## FREE WEBINARS:

1. *Is it ME or is it the Job Market?*

When: Wednesday, January 17th 11:00 am EST (8:00 am PST, 9:00 am MST, 10:00 am CST)

Where: [www.mylynnhazancareer.com](http://www.mylynnhazancareer.com) (instructions below)

If you have convinced yourself that the reason you can't find a job is the job market or that no one is hiring - this session was created for you. During this session, we will discuss the following topics:

- Reality vs. Perception
- Are you sabotaging your search?
- Steps you can take to turn things around

## **2. GETTING UNSTUCK: How to Re-THINK Your Job Search**

When: Wednesday, January 24th 1:00 pm EST (10:00 am PST, 11:00 am MST, 12:00 pm CST)

Where: [www.mylynnhazancareer.com](http://www.mylynnhazancareer.com) (instructions below)

Job searching doesn't have to be hard and defeating. Come find out how to be an unstoppable source of power in achieving your goals. Learn how you can use simple systems that allow you to be effective in your job search.

Start to use a proven process that can turn frustrations and obstacles into opportunities - on the spot! What advantage is it for you to have "huge breakthroughs" in your job search?

## **3. Nine Things to Do Before an Interview**

When: Monday, January 29th PRE-RECORD

Where: [www.mylynnhazancareer.com](http://www.mylynnhazancareer.com) (instructions below)

There are hundreds of interviewing books and thousands of articles on the Internet. Often the most qualified person does not obtain the job offer. It is often the job seeker who aced the interview. Today we will discuss what you can do before an interview to gain a competitive edge. During this session, we will address the following topics:

- Nine steps to help you prepare for an interview
- Why preparation improves your interview abilities
- Tips to remember during the interview process

### **INSTRUCTIONS:**

To register for these Webinars, go to [www.mylynnhazancareer.com](http://www.mylynnhazancareer.com) and use the following instructions:

1. Select the "Register" tab
2. Fill in the required information and register as a "Job Seeker"
3. You will receive a confirmation email and will be redirected to the dashboard
4. Select the "Webinar" tab to listen to the webinars live or receive access to previously recorded webinars

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