



TAKE CHARGE OF YOUR CAREER

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**THE FIRST 90 DAYS: ASSIMILATING INTO YOUR  
NEW POSITION**

*Career Coach, Speaker and Author Ford R. Myers Suggests Ways to  
Dramatically Increase Your Chances of Success in a New Job*

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**Haverford, PA** (January 10, 2017) – Some experts believe you have only 90 days in a new job to make your impact and create the permanent impression that people in the organization will have of you and your leadership capabilities. You'll either "cut it" or not – in terms of garnering respect, visibility and credibility in your new position.

The first several weeks in a new job are usually both exciting and filled with a certain amount of anxiety. You may be used to being the "top dog" or expert, and now you're the "new kid on the block." Your new relationships and the unfamiliar organizational culture can also be a source of apprehension as you figure out how best to fit into your new environment.

Ford R. Myers, Career Coach, Speaker and Author of "Get The Job You Want, Even When No One's Hiring," (John Wiley & Sons, <http://www.getthejobbook.com>) states, "The precedents you establish in the first 90 days will last for your entire tenure at that organization. Therefore, this 'thumbprint' period is critically important."

Here are six priorities that you should focus on during your first 90 days:

1. Establish positive relationships with your new colleagues and develop good communication habits to maintain those relationships. Be honest, open, friendly, reliable and clear.
2. Develop a reputation for producing tangible results and for keeping commitments. Immediately start a "success file" to track your accomplishments and contributions, and to save the positive feedback you get from others.
3. Communicate plans, progress and results to your superiors and to your team. Become known for developing clear goals, and completing projects on time and on budget.
4. Begin building your in-house contact network. Cultivate connections with everyone, including the employees above and below your level at the company. Get to know people's names. Reach out to the mail guy, the security guard, the IT guru, your manager's Executive Assistant – everyone! You want solid contacts in a 360-degree arc around you.
5. Review and fine-tune your job description with your manager. Make sure to sit down during those first 90 days and create an Individual Development Plan for yourself and your role, which includes your short-, mid- and long-term objectives. This will ensure that the job you landed becomes the job you love – because you created it for yourself!

6. Maintain a healthy balance between your work life and your private life. Make sure that you don't "go overboard" with your enthusiasm for your new job. Family time, hobbies and "recharging your batteries" are all part of your continuing effectiveness and success.

"The focus of your attention should transcend the day-to-day work tasks, as you navigate effectively through the new company's politics and culture. This is the approach that is so essential – not just to maximize your chances of success within the first 90 days, but also for successful, long-term career management," adds Myers.

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**For more information and other useful tips for achieving career success, visit**  
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**PHOTO LINKS:** A headshot of Ford R. Myers and an image of the GET THE JOB book cover can be downloaded at the bottom of: <http://www.getthejobbook.com/ford-myers-media/>.

**FORD MYERS'S YOUTUBE CHANNEL:** <https://www.youtube.com/user/careerpotential>

**ABOUT:** Ford R. Myers is President of Career Potential, LLC. His firm helps clients take charge of their careers, create the work they love, and earn what they deserve! Ford has held senior consulting positions at three of the nation's largest career service firms. His articles and interviews have appeared in many national magazines and newspapers, and he has conducted presentations at numerous companies, associations and universities. In addition, Ford has been a frequent guest on television and radio programs across the country. He is author of **Get The Job You Want, Even When No One's Hiring**. More information is available at: <http://www.getthejobbook.com> and <http://www.careerpotential.com>.

**AVAILABILITY:** Greater Philadelphia Area; nationwide by arrangement via telephone. Available for interviews in print, television and radio.