

The Laylio Checklist: Your Guide to Navigating Career Transitions

Financial Stability



✓ Review Immediate Financial Support Options

- Apply for unemployment benefits (or equivalent government assistance).
- Check for severance details and any extended employer benefits.
- Explore industry-specific grants, retraining funds, or emergency relief programs.

✓ Review Employer-Related Financial Details

- Confirm payout timelines for unused vacation days or bonuses.
- Check tax implications of severance or employment insurance benefits.

✓ Assess Your Financial Runway

- Calculate how long you can sustain yourself financially without new income.
- Adjust your budget—prioritize essential expenses (rent, utilities, food) and identify areas to reduce.
- Review or update your emergency fund, insurance coverage, and automatic payments to avoid missed obligations.

✓ Explore Alternative Income Sources

- Consider freelancing, gig work, short-term consulting, or remote opportunities.
- Reach out to previous employers or contacts for temporary or contract work.

✓ Proactively Manage Financial Obligations

- Contact creditors to discuss payment deferments, modified terms, or financial relief options if needed.
- Explore financial coaching resources for guidance on managing savings, debt, or restructuring expenses.

Healthcare

✓ Ensure Continued Health Coverage

- Check how long your previous employer's health coverage remains active (if applicable).
- Explore options to join a spouse's, partner's, or family member's employer-sponsored health plan.
- Compare private, government, or community-based healthcare options to maintain coverage.
- Budget for out-of-pocket costs such as medical visits, prescriptions, dental care, and emergencies.

✓ Manage Health & Well-Being

- Schedule any overdue medical, dental, or vision checkups while still covered.
- Refill necessary prescriptions before coverage expires.
- Incorporate daily movement, rest, and mindfulness to support physical and mental well-being.

Career Strategy & Future Planning

✓ Complete Digital & Administrative Transitions

- Update personal contact information on important accounts (banking, utilities, subscriptions).
- Save copies of past performance reviews or project samples (if permitted).
- Remove personal files or data from company devices.
- Change passwords linked to your work email.

✓ Strengthen Your Professional Brand

- Refresh your resume, portfolio, and LinkedIn profile with recent skills and accomplishments.
- Craft a clear career narrative—what are your strengths, values, and goals moving forward?

Career Strategy & Future Planning



✓ Leverage Your Network & Build Connections

- Reach out to former colleagues, mentors, and industry connections to explore opportunities.
- Engage in industry groups, networking events, and virtual job fairs to stay visible.

✓ Expand Your Skill Set & Growth Opportunities

- Identify upskilling options, such as free/affordable online courses, certifications, or career pivot programs.
- Consider volunteering or project-based work to gain experience, stay active, and make new connections.

✓ Be Strategic About Job Applications

- Avoid jumping into a "rebound job" out of fear—aim for opportunities aligned with your skills and values.
- Set SMART goals (Specific, Measurable, Achievable, Relevant, Time-bound) for your job search efforts.

✓ When You're Ready

- Reflect on what environments and cultures help you thrive—not just where you can work, but how you want to feel at work.

Personal Well-Being



✓ Re-establish a Routine

- Create a structured daily schedule to maintain momentum and avoid burnout.
- Designate time for job searching, personal growth, social connections, and relaxation.



Personal Well-Being



✓ Engage in Activities That Boost Mental & Emotional Well-Being

- Journaling, breathwork, mindfulness, or gratitude practices can help with clarity and resilience.
- Maintain social connections—whether through family, friends, or professional communities.

✓ Reconnect with Belonging & Self-Worth

- Remind yourself that your value isn't defined by your job title.
- Surround yourself with people who recognize your strengths and support your next steps.

✓ Seek Emotional & Career Support

- If emotions feel overwhelming, seek support—whether through therapy, your local crisis line, online mental health resources, or community support groups.
- Explore career coaching, job transition programs, or group support networks that provide guidance and accountability.
- Laylio offers structured tools, community support, and emotional resilience resources to help you through this transition. Consider using the Laylio Crisis Guide.

✓ Celebrate Small Wins

- Recognize and track progress—whether it's a great networking call, a job application submitted, or simply making time for self-care.

At Laylio, we believe in meeting change with presence, compassion, and courage.

Whether you're rebuilding your career path, exploring new possibilities, or simply catching your breath — you don't have to do it alone.

Discover more tools, reflections, and community support at [laylio.co](https://www.laylio.co).
Your next chapter starts now.