



Guidelines For Office Holiday Partygoers

Arrive early: This might be your best opportunity to talk with senior executives while things are still relatively quiet.

Work the room: It is easy to simply socialize with the members of your department, with whom you work with day in and day out. However, you gain if you use this occasion to meet people in other departments. You never know who can help your career.

Do not over indulge: Free alcohol can quickly lead to excessive drinking. Stay in control. You do not want to do anything embarrassing to you or your employer. Even if your alcohol-induced actions do not get you fired, they could hurt your chances for advancement.

Be friendly, but not *too* friendly: The company party is not the place to try out your latest pick-up lines. The risk of such behavior being seen as sexual harassment is high.

Avoid talking business: This is not the time to approach your boss with a new business idea. Save that for Monday morning. Instead, find out about his or her interests outside of the office. Find a connection on a personal level. That connection will help you on Monday when you bring up the new idea and it could help when it comes time for salary reviews.

Attend other companies' parties: 52 percent of company parties are employees only. If a friend invites you to his or her company party, you should go. It is an opportunity to expand your professional network, which is critical in this era of downsizing and job switching.

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We help people make better job changes than they could on their own, leading them to more successful careers, and creating happier alumni for their former employers.