How to Quit Your Job by Sean Ogle

A Location 180 Production

This book is free - feel free to share it with the world via the Creative Commons Attribution 3.0 License.

For questions or clarifications please email Sean@seanogle.com

Table of Contents

- 3 Table of Contents
- 4 Welcome Location 180 Reader!
- 6 6 Questions You Must Answer Before Quitting Your Job
- 13 13 Approaches to Quitting Your Job (Without Burning Bridges)
- 33 What to Do Immediately After Quitting Your Job
- 39 We're All Done Here

WELCOME TO LOCATION 180

Regardless of why you're choosing to do so, quitting your job is hard.

It takes it's toll mentally, emotionally, and physically - as I've learned the hard way.

In late 2009 I found myself with a decision to make. I'd been considering leaving for the better part of 18 months, and one day in October I had to decide whether or not to stay in a job I knew I didn't love, or leave having no clue what would be next.

I chose the latter.

Less than 3 months later I'd moved to Thailand and had put a plan in motion to build my online empire. While I'm not sure you can call my business an "empire" quite yet, I have helped hundreds of people leave their jobs and build businesses that they can run from anywhere on Earth.

I couldn't be happier to have you here at Location 180, and I hope you find a few pieces of wisdom in these pages that will help your transition in one way or another.

WHAT'S IN IT FOR YOU?

So what can you expect out of this PDF?

I've gone back through the Location 180 archives and pulled out a series of posts that cover the before, during, and after process of leaving your job. This includes first hand accounts from my experiences, as well as those of others.

If you read something that resonates or you want to know more, just shoot me an email at sean@seanogle.com. I'm happy to help however I can.

If the idea of building a business that can be run from anywhere sounds intriguing to you, then I invite you to check out my flagship course and community Location Rebel.

With that, let's get you ready for the next chapter in your life!

6 QUESTION YOU MUST ANSWER BEFORE QUITTING YOUR JOB

In the months leading up to the day where I left my job, I was terrified. I didn't know what I was going to do, I was fearing the uncertainty of it all, and I didn't have much of a plan together.

I knew deep down that I wanted to travel and be running my own business, but I realized that simply knowing that wasn't going to get me very far when it came to making one of the most difficult decisions of my life.

I spent the better part of a year in this job purgatory where I didn't know what I truly wanted, and what the best course of action would be.

However in the summer of 2009 I started putting together the pieces that would allow me to make one of the best decisions of my life: **leaving my job to become a full time entrepreneur.**

So how do you go from clueless to confident when it comes to your career trajectory and employement situation? Well for starters, you have to ask yourself some difficult questions. You need to have detailed answers to them, so that you can move forward knowing that you made the right decision for you.

To get started we're going to ask 6 questions that cannot be compromised on. You need to have solid answers to each of these if you want to be confident going into your job change. Use this as an assessment of where you're currently at and where you want to be.

Nearly everyday I'm asked *"how do I know when its right to leave?"* Well, if you put serious consideration into the following, you'll know when it's right for you.

WHAT IS YOUR TRUE RISK TOLERANCE?

It's easy to **say** you're going to quit your job, start a business, or travel the world - actually following through with it is a whole different story. One of the biggest inhibitors to this is our propensity to seek comfort and security. Even if it's not a conscious realization, most of us crave both of those things.

If you quit your job, there's a good chance that for awhile both of those things will be in short supply.

In order to start my business I moved to Thailand, and while it was 6 months of excitement and adventure, it wasn't necessarily the most comfortable time of my life. I lived in a \$200 apartment with only the basic necessities to get by, and ate \$1 street food everyday.

How willing are you to sacrifice your paycheck for the unknown? What sounds more appealing right now buying a new \$1,000 TV (or other big ticket item)? Or spending your money and savings on living expenses to help you grow your business and support you while you're waiting for a new job offer.

Be honest with yourself here. If your true risk tolerance isn't as high as you think it is, the stress of quitting could be more harmful than the job itself.

How much money do you need for baseline expenses over the next 6-12 months?

This is a good exercise to go through regardless of whether or not you want to leave your job. What are your baseline expenses? This means, what are the costs of the absolute essentials you need to get by for a period of time.

Once you've determined your risk tolerance, you need to figure out how many months of baseline expenses you need to have saved up in order to feel confident about your decision. These expenses will vary wildly based on where in the world you live, current fixed costs, and social habits.

When I left for Thailand, I assumed I'd be able to get by on about \$1,000/month. I'd hoped to have 12 months of baseline expenses covered before leaving, but I wasn't quite there. When I left on my trip I had about \$10k saved up.

Dan does a really good job here of outlying the baseline expenses for someone living in Bali.

When calculating baseline expenses, make sure to factor in each of the following:

- Housing Costs/Rent
- Pre-existing auto loans that you're unwilling to get rid of
- Utilities
- Cell Phone
- 3 Meals a Day
- Going Out
- Travel Expenses
- Health Insurance
- Misc.

If you're serious about setting a baseline and sticking to it, I highly recommend setting up detailed budgets in Mint.com. I used Mint religiously when I left my job, and it helped give me the peace of mind that I wasn't overspending. If you're looking to track business expenses check out Outright.

WHAT ARE YOU GOING TO DO WHEN YOU QUIT?

In the first few weeks of leaving it's absolutely essential that you lay out healthy habits and routines. I know that World of Warcraft and Full House reruns are extremely appealing, but to say it's a slippery slope is an understatement.

Here's some things to consider regarding your post corporate life that you should have nailed down before you quit:

- What are your new work hours? Yes you have more flexibility, but you should have a base of rigidness to find your groove.
- When will you make time to exercise?
- Where will your primary workplace be?
- What specific actions will you be taking to find your worklife balance (ie Only golfing on the weekends, won't have a drink before 7pm, have 2 business related lunches each week etc.)

IS YOUR DECISION BASED ON EMOTION OR NECESSITY?

Why do you want to leave?

Knowing the answer to this question is really important, because if it isn't for the right reasons, you may find yourself quitting, only to end up in a similar job 2 months down the road because you hadn't really considered why you were doing it.

- Is your working environment hostile?
- Are you getting closer to the goals you've set for yourself in this job?
- Are your reasons for leaving superficial or more deeply rooted in unhappiness?

Do your best not to make snap judgements.

Don't quit just because you and your boss got in a fight, or because you couldn't get the specific days off you wanted. Those are relatively superficial reasons, and if you're acting on short term emotions, you may end up regretting the decision down the line.

That said, if you want to leave out of longer term unhappiness and necessity, then start planning accordingly and craft an exit strategy.

DO YOU HAVE A SUPPORT SYSTEM IN PLACE?

This might be the most important consideration out of all of these. Having a support system in place is absolutely vital to making a smooth transition into the next phase of your life. Regardless of whether your goals are travel, entrepreneurship, or simply finding a new job, surround yourself and get to know both those that have been successful in doing what you're striving for, but also those that are currently going through the same situation.

This allows you to have a group of people who can help mentor you through the transition, while also having people that can directly relate to you on a deeper level, because they're experiencing the same things simultaneously.

There are all sorts of ways to find this support system.

I started a blog, and started forming my own group of people that would eventually give me the support I needed.

If you don't want to put in the time and effort to do that, then find 3-5 blogs written by others and become a part of their community. The more active you are with comments and emails, the more you'll get out of it. Do you have close friends that are in a similar boat? Start a mastermind with them and chat a couple times a week about your ups and downs.

You can also check out a community like Location Rebel, where everyone involved is deeply invested in making big things happen in their lives. It's been really inspiring to see so many people make such dramatic changes to their lives in just a matter of months.

IS THE PAIN OF STAYING WORSE THAN LEAVING?

Quite simply, whenever anyone comes to me wanting to know when the right time to leave is, I tell them simply:

When the pain of staying is worse than the pain of leaving, it's time to make a change.

Consider that.

How bad is it really? How unhappy are you? Is that unhappiness in your job manifesting itself negatively in other aspects of your life? If so, continue thinking about the other questions posed today and start planning for your release date!

Once you have solid answers to each of these questions, you should know whether or not quitting is the right move for you.

13 APPROACHES TO QUITTING YOUR JOB (WITHOUT BURNING BRIDGES)

Oftentimes the most difficult aspect of quitting your job isn't figuring out what to do next. You could go climb a mountain. Build out any number of a hundred business ideas you already have. Sit on a beach in the tropics for a month. There's no shortage of things to do with free time.

No, the hardest part of quitting your job is often the simplest: telling your boss or current employer that you plan to leave.

It doesn't matter if you've been working with them for 6 months or 6 years, when you're spending more time with them than your own family, it can be an agonizingly personal endeavor to tell them you want to go elsewhere. It's almost like going through a breakup after years of dating.

In the three years I've been working with people to help them quit their jobs and build sustainable businesses, I've seen all kinds of different ways to approach that fateful day where you march in and say "hey boss, I'm outta here."

Sometimes it goes really well.

Other times? Well, not so much.

So if you're thinking about quitting your job, how are you going to approach it? What's your reasoning going to be? How are you going to get them to understand exactly why you're doing this? What do you need to do in order to prepare for the big day?

Easy, you're going to read this guide.

Here we will talk about 13 different approaches to leaving your job, the potential objections/responses to each, and how you can prepare yourself beforehand to give yourself the best shot of remaining on good terms after your last day.

My goal with these was to make the departure as positive as possible for both parties, however there are a couple that may lead to hard feelings. Keep this in mind if going one of these routes.

Also, if you aren't going to be quitting in the real near future, check out "How to Get More Value (and Enjoyment) Out of Your Day Job."

Now, onto the 13 approaches for quitting your job!



One of the most common approaches to leaving your job comes from those who have graduated within the last five years and are often still in their first job out of college.

This is a tough place to be.

I'm willing to bet your first job out of school wasn't your dream job, yet here you find yourself still working away without much to show for it.

Even worse, you may have a completely unwarranted sense of obligation to your employer. I did. I felt like since they took a shot on me, I had to stick around forever.

False.

You can use the quarter-life crisis approach in numerous ways. Tell them you need more life experiences or need to figure out what gets you excited.

This is the absolute best approach when the only thing you know is school and this one job. You need to have a myriad of experiences so you can figure out what's actually right for you, not just what's easiest.

Common Objection: Are you sure you know what you're doing? You're just going to have to start over again in 6 months.

Reality: Taking time off to travel and to figure out what you want out of life is only going to make you more marketable to employers in the future. If you get back and have realized exactly the type of work you want to be doing in the future, they will have more confidence in your long term commitment to the organization.



So you know you want to leave, but you know you won't be ready for another 6-12 months. You also know that you don't want to leave your boss out in the lurch and want to make sure he isn't blindsided.

So what do you do? You adopt the Timebomb Principle like John Devries and others have done.

What does this mean?

Essentially you pick a date in the future that you're absolutely, no matter what going to leave. Assuming you have a good, trusting relationship with your boss you tell them about your plan. You explain all the reasons you need to go (of which I'm sure there are many), and work together on your exit date.

During the final few months you can help to find and train your replacement to ensure there is no lost progress. This leaves your boss ahead of the game, and you're able to really put a good exit plan into place over the long term.

Common Objection: Why shouldn't I just fire you right now?

Reality: Knowing that you're going to be leaving helps keep things on the right track during your final months. If your boss knows you're going soon, and you're one of their star employees, they'll want to utilize you for every day they have. They are also getting the benefit of a a new hire, trained by the expert (you) rather than having to start from scratch.

Again, this works best if you have a really good relationship with your boss, and I've seen numerous people have success with this in the last couple years.



If you're anything like me, you want to own your own business. You want the freedom, responsibility, and rewards that go along with being an entrepreneur.

If you're stuck working for someone else, regardless of how sweet the job is, your lust for entrepreneurship will never be satiated until you give it a shot.

Until you do it, you'll always be left wondering "what if" - a feeling no one should have to experience. So if this is you, think long and hard about the type of business you want to run. Get started on the weekends and in your spare time, and once you've got some proof that the idea is viable, it's time to break the news.

Talk to your boss and tell them about your entrepreneurial visions. This works especially well for small businesses where they are also entrepreneurs - they'll get it, trust me.

Depending on the type of services or products you're offering in your new business, your current employer could potentially be a great first client.

THE ENTREPRENEUR cont.

For instance, my friend Zach quit his job as a developer so he could focus more on the projects he was actually passionate about. His company couldn't stand the thought of him leaving, so they asked him to continue to do some work part time even after he left. He now gets to work remotely, works half as many hours, and still makes almost as much as he was making before. Talk about a Linchpin.

Common Objection: In this economy you'll never be able to make it alone, you should be lucky to have any job at all, why would you want to throw that all away?

Reality: Even if you stay there are no guarantees. They can sack you anytime they want, so by working for yourself you're beginning down the path of true job security, or job security 2.0 as I call it in Location Rebel. Worst case scenario? You go back and get a job when you need to - but at least you'll no longer be wondering "what if?"

THE REMOTE WORK AGREEMENT

This can be a great approach depending on a few key aspects of where you're at:

• Your job is 80% "remotable". Meaning, if given a computer and internet connection you can theoretically do your job from anywhere. Note: This could mean you're making major changes to your routine, but if this rule holds true, there's always ways to make it possible.

• You're willing to leave sooner rather than later if it doesn't work out. I pitched a remote agreement and it ended in "we will not accept your proposal, but we will accept this as your resignation" - be prepared for this response.

• You're truly committed to working hard if the agreement is accepted. If you just want to use this as an excuse to slack off, don't bother.

I love the remote work agreement because it gets you one step closer to becoming a location rebel. It allows you to go somewhere new, set your own schedule (usually), and shows you what it's really like to be on your own.

This can be a great test case for whether or not you're really ready to branch out on your own accord.

THE REMOTE WORK AGREEMENT cont.

Evan Lovely is one of the best examples of this.

He talked his boss into letting him travel through Asia for 6 months while still taking a full salary and working on the road. We hung out in Bali for a few weeks in late 2011, and don't get me wrong, he worked hard, but he essentially had all the benefits of being on his own, while still having the stability of a real job.

This can be good either way. If they accept your proposal, sweet! You're one step closer to your goals. If they don't, well then you gave it a shot, and you and your boss may just realize your employment isn't a good fit. Or door #3 is they simply say no, and you have to move onto one of these other approaches to quitting your job.

Common Objection: Why should you be able to take off to Bali, Belize or Boise while we're still here in the office? You'll be way less productive.

Reality: If you're serious about this, your remote work can actually be a huge asset to the company. It has the potential to save them money (depending on the agreed upon terms), bring their business into the 21st century with improved security and remote computer access, while also potentially opening up a whole new client base due to your new location.

If you work for a small company in the US, they could even potentially use you as their "international" office and make themselves seem like more of a global institution.

5 THE UPPING THE ANTE

Maybe you want to leave your job, but it's mostly because you aren't being compensated fairly, or you're otherwise not happy with the effort vs return.

With the upping the ante, we strive to get to the point where you're either getting the compensation you feel you deserve, or you cut all ties and move onto something more worth your time.

My friend Beau moved down to the Bay Area from Portland last year after his company asked him to head down for a series of projects. He was only supposed to be there for 6-12 months, but then they asked him to stay longer. He owns a house in Portland, has a large social circle up here, and really would prefer to be in Oregon than California. So he initially told his company he wanted to head back to PDX.

They said: "How much would it take for you to stay?"

The result: He ended up with a huge raise, better benefits and an increased living stipend to stick it out for another year or two.

When you know your company needs you and you're willing to stay for a price, don't mess around. Give them the real number or offer that will make it worth your while to stick it out for awhile. If they can't get reasonably close to matching it, then find someone who will.

Common Objection: We've never given anyone a 50% raise! That's insane!

Reality: What's more expensive for them? Give the dude that's killing it for them and making them millions of dollars a year a little extra money? Or have to go through the entire hiring and training process all over again? If you're legitimately good at what you do, they'll understand why they need to pay you.

6 THE BLUFF

Similar to upping the ante, the bluff isn't really a straight up tactic for quitting, but rather an understanding of the importance of your place in the company.

Jennifer did this and didn't even realize it. We'd been talking back and forth on strategies for building her new writing business, while also getting her to the point where she was willing to take the nerve-wracking step of quitting her cush job.

After finally getting to the point where she worked up the nerve to do it, you know what her boss said?

"No. I can't let you quit."

How's that for a momentum killer?

She was already nervous enough as it was, and then her boss took away all her confidence and she didn't know what to do. She agreed to stay on for a month, which gave her boss more time to plan out what was next.

THE BLUFF cont.

She realized in that month just how valuable she was - she knew there was a way to get much more than she was currently, while still setting a timeline for her departure.

After some back and forth, she agreed to a big raise and to stay on until the rest of the year. All the while, she's still been growing her business, and has landed a couple HUGE writing gigs.

Now not only will she have the money to really pursue her new business early next year, but she'll already have the brand, contacts, and confidence in place to do it.

Common Objection: You can't quit no one will ever hire you again, you need this. (This was the experience Jennifer actually had).

Reality: You don't *need* any job, however there's a very good chance they need you. If you know this is the case, leverage it, and consider a bluff. That said you should be prepared for them to call it. If you aren't in a place where you'd follow through with your resignation if they don't give in, then you should probably stick around for awhile longer or try a safer approach.

THE LACK OF HEART

No boss can ever get mad at you for being honest about this one. If they do - then you didn't want to be there in the first place.

The best example of the "lack of heart" I've seen is from Lizzie Presson. Here's the email she sent to me detailing her situation:

"I quit my job, packed my bags and moved to NYC one year ago (July 23rd to be exact). My mentor (Amber Rae) called me and said she wanted me to come work with her in NYC. My boss was on a two week vacation. I called him and told him that I hated to tell him over the phone, but I had to be upfront and honest.

I remembered that a couple of days before I had the news to share he said, "I don't want anyone working here who isn't in 100%." I reminded him of that moment, and I told him that I'd never want to give less than 100%. I would be if I didn't leave at that very moment (with proper notice of course).

After I landed what I thought was my dream job and taking the risk, it became apparent that the job was not the right fit. I was jobless for the first time ever, living in NYC alone and more confused and scared than ever. That fear ended up being the best thing that's ever happened to me. Now, I'm co-founding a new business with someone I respect, and I've launch a meaningful project, WorkingRemote.ly."

THE LACK OF HEART cont.

Any good boss (you know, or human being) will respect this, and will likely do whatever they can to support your decision.

If you're struggling with a lack of heart, then think about what would inspire you. Start looking for opportunities that are in line with that, or simply create your own and become "the entrepreneur" :)

Common Objection: What could we do to help you rekindle your passion within our organization?

Reality: This is actually a valid objection. Before you go to your boss and talk to them, consider an answer to that question. Is there anything that would get your heart back in it? If not, recognize this and stick to your guns.

If you think there is a way you could re-find that passion, try setting up a meeting to chat about it before quitting. Give them a chance to make the situation better. If 2-3 months later nothing has improved, then say peace and move on to bigger and better things.



Ah the dreaded budget cut. The re-org. The downsizing. Whatever name you want to give it, it can be a terrifying thing for a lot of employees.

But what if you were already thinking about quitting? Then maybe it doesn't have to be such a scary thing. In fact, maybe it can be a positive for both you and your boss.

If you know there's a round of layoffs coming, go to your boss or whoever is in charge of making the layoff decisions and have an honest conversation, and see if it would help them out if you volunteered to be laid off. Often times that's one less person they have to break bad news to, and that also means that you could be eligible for severance, and at the very least, unemployment benefits.

Approach this one delicately, as your boss could simply fire you (justly) on the spot. That said, if you have a good relationship, maybe go out for a drink or coffee. Tell them what you're thinking and see how they feel about it. When executed properly this is one of the best ways to leave because every party wins, and you get some help financially while you start your business or figure out what's next.

Common Objection: Why are you telling me you don't want to work here anymore? You know I can fire you now because of that?

Reality: If you do it right, they should sense the empathy you have for their situation, as well as your desire to make a change in your own life. If you're considering this, then that means at the very least you aren't happy there anyway, so worst case they fire you and you don't get severance. Best case, you stay good friends, and get a head start on your new path.



Still not feeling good about leaving your old company hanging out to dry? Propose easing yourself out of the position. Pick a time frame, maybe 3 months or so, and come up with a plan for slowly taking yourself out of the position.

Part of that could include training new employees, current employees taking over your duties, and documenting all of your daily processes/tasks.

Month one could be you working full time, month two has you going down to 3 days a week, and maybe the final month is once a week or working remotely and simply coming in as needed.

The goal of the ease out is to reduce the shock, confusion, and stress of suddenly losing a vital part of the organization.

This also allows you some time to slowly ramp down your time commitment on the old job, which allows you to ramp up your new business, while still having some financial security during those first few months.

Common Objection: We have too many valuable things going on to deal with this, we should probably just let you go now.

The Reality: Offer to handle the details. Before you approach, this lay out a detailed plan. You're already a part of the team, so make sure you think through how current projects will be finished up if you're easing out. If you're unorganized or don't have a plan, they'll see no benefit to the ease out - they'll just walk you out right then and there.

10 THE TEMPLATE

Figuring out exactly how to word your departure, or exactly what to say when you give your two weeks notice can be incredibly difficult. Lucky for you there's no shortage of templates out there to help you figure out exactly what to say.

If you want to cover your bases and make sure you cover the necessities. Take this actual resignation letter that Barrett so kindly submitted, fill in the blanks, and set up an appointment with your boss.

Resignation Letter Template.

Be honest. Tell them exactly how you feel, and why it's time for you to go elsewhere. Don't like this template? That's cool, just do a quick Google search for "job resignation template" and you'll find all sorts of other routes you can take.

Common Objection (from Barrett's Boss): Where are you going? What are they paying you?

Reality: Like any good person, after Barrett told his boss that he was setting out to start his own business, the response immediately changed to "how can I help."

As with many of the approaches we're looking at today, if your goal is genuinely to improve you life and do something meaningful, they'll usually respect your decision.

THE MILESTONE

Oftentimes having a milestone in mind that you can use to fuel your fire for leaving is an incredible help. Stuart gave me a great example of this:

On August 23 I will have been with my current employer of 5yrs and I thought there is no way I want to cross that milestone (for fear I may never get out). So, I decided that I should leave on August 22 and not look back.

The longer you're in a job, the harder it is to leave, simple as that. In my own case, the recession and financial crisis proved to be a blessing in disguise. Had the economy gone the opposite way, my job situation would have been a lot more comfortable, and there's a good chance I'd still be there today.

By picking a milestone, 5 years for Stuart, and saying I'm going to be out by then, it allows you to start planning accordingly. This is similar to the Timebomb Method, but with "the milestone" you may or may not work with your employer to make it happen.

Stuart said both his coworkers and boss tried to convince him to stay, but he held true to his guns and mentioned that 5 years is a long time to be somewhere these days, and he needed to do this for himself.

Common Objection: Why would you want to leave now? At 5 years you get better benefits and an extra week of vacation!

Reality: Being anywhere for 5 years leaves you with a greater sense of commitment than ever. If you've been doing it for 5 years, what's another 5 or 10? You have to know yourself and trust your gut. If you know that you're susceptible to routine and comfort, and are unhappy with where you're at. Pick a day, and never look back.



Did you go to college in the same city you grew up in? Still living in grandmas basement? Do you even own a passport?

If you answered yes to any of these questions, well hot damn son, it's time to go out and see the world! My former boss once told me the best two years of his life were when he bought a VW van and spent 2 years traveling over Europe.

While I was in my first job, I'd never really had that cool travel experience, and you know what? I needed it. If your boss is significantly older than you, there's a good chance that they've had this experience. They've had some kind of cool travel story that they got out of their system, which has allowed them to settle into their current position.

If you haven't had a similar experience (or even if you have, and are lusting for it again) tell your boss this when you're submitting your resignation. What are they going to say? "No, seeing the world is for schmucks. You should stay right here in Scranton and never go anywhere. Ever."

I don't think so.

Common Objection: It's dangerous out there, why would you want to leave a place as great as America?

Reality: Once you've seen the world you'll have an entirely different perspective on Americans, as well as most aspects of your personal life. Studying abroad should be an obligation in universities, and if you haven't done this yet, you owe it to yourself to go outside the US. This is an easy excuse. Just make sure you mail your boss a postcard.

13THE SANDBAGGER

This final approach falls into the category of "use with caution".

Don't have the balls to actually resign on your own? Well, you could always go the route of the sandbagger. Stop meeting deadlines, stop being reliable, show up late - essentially stop trying.

I personally don't think this is the best route to go. However, when I polled Twitter I got a few people who took different variations of this route. Exercise extreme caution when becoming the sandbagger, because it could tarnish your reputation and hurt your chances for future employment.

Common Objection: You've been completely slacking off and not doing anything!

Reality: They're right, your ass deserves to get fired. Bridge probably equals burned, but hey, at least you're free of your job!

MOVING FORWARD AFTER QUITTING

Quitting your job is never easy. Emotions will almost always be high, and even if you have something else lined up or a good business in place, the uncertainty can be brutal.

Stay positive. The worst case scenario almost never happens, and remember, you're leaving for a reason. Even if things get temporarily more difficult, I promise they won't stay that way forever.

WHAT TO DO IMMEDIATELY AFTER QUITTING YOUR JOB

October 20th, 2009 was the last day at my real job.

Upon getting home at around 10 in the morning, I promptly walked through the door, slumped down in a chair and cried.

It's somewhat hard to admit that, but the reality is, after spending the vast majority of my time with the same 4 people for the better part of 3 years, the reality of leaving was difficult. It wasn't the perfect time for me (it rarely is). I figured I'd be able to ride it out for another 6 to 12 months before I set off to have a new set of adventures.

When I'd walked into my office that morning I had no idea it would be my final day there. Things didn't go down in the way I thought they would, and it left me with a tremendous sense of uncertainty.

With all of that said, I learned some very important lessons over those next days and weeks about what you should (and should not) do immediately after quitting or leaving your job.

THE FIRST 24 HOURS

The first 24 hours are going to be somewhat difficult no matter how happy you are to leave. It's an adjustment, and you'll be in the process of recovering from uncomfortable decisions, while also preparing to make new ones.

I'm pretty sure even this guy had some rough moments after quitting.

Hopefully you've had a plan in place, but I also know (as with my own experience) that you may not always have a choice in the matter. Maybe you were laid off, fired, or simply weren't given the terms you'd hoped to have upon your departure.

However it went down, there are some key things to think about during the first few hours of your new life. Most importantly:

Take the Day Off

You just had a major life change, don't go out and start making a bunch of other important decisions.

Decisions that DO NOT need to made within 24 hours of leaving your job:

- Should I clear out my 401k and move to Tahiti?
- Anything regarding a relationship of any sort
- Should I empty my savings and go live on a boat for the next 12 months

Don't worry about work, don't be afraid to cry, feel free to sit around doing nothing but eating cheetos and watching reruns of Golden Girls. Whatever you want to do, do it. Well, you know, except for make any of the aforementioned important, life altering decisions - give it a few days on those. The boat will still be there next week.

Do Something Nice for Yourself

Dude, you just quit your job. Hell yeah!

Give yourself a pat on the back, and do something to make yourself feel good. Is there a restaurant you've been wanting to try? Go there. Want to play some golf? Tee up for 18. Go do something to congratulate yourself on being one step closer to your dream life.

THE 7 DAYS FOLLOWING YOUR EXIT

After you've taken a day to feel sorry for yourself, party your ass off, or whatever your personal reaction was to the event, it's time to get organized.

First thing's first:

Write Down EXACTLY What Happened

Depending on the nature of your departure, you may be eligible for unemployment. Any ego issues aside, if you qualify for it, you might as well take advantage, after all that's what it's there for.

This is especially important if the terms of your exit are in question (as it was with mine). The unemployment department for your state will get the stories of both parties and then make a decision on your eligibility. I encourage you to do this the day after you leave, because you'll probably be somewhat emotional on the actual day.

As soon as you're of sound mind make sure you write down the following in as much detail as possible, while doing whatever you can to remain impartial and unbiased towards the situation:

- Did you quit, get laid off, or get fired?
- If you were laid off or fired, were you given a reason for it? What was it?
- Why did you leave? Was it a negative working environment?
- Did your employer break promises that they'd made to you in a contract?
- In detail describe exactly what happened on your last day.
- If given the choice, would you still be employed?

This is obviously most important in situations where you didn't have a choice, but even if you chose to quit, there are still situations where you can be eligible for unemployment, so make sure you understand why the breakup happened, and what your rights are.

Create a List of Goals and Timelines

We touched on this idea earlier in the section about preparing to leave your job, but it's absolutely vital. If you're going to quit your job, you need to have a solid plan and an idea of what you're going to do when you begin working for yourself.

Didn't have a choice in the matter? Then it's even more important to get a plan together as quickly as possible. It's way too easy to fall into a black hole of un-productivity when you aren't working - especially when the state is sending you a nice little check in the mail every week. So how do you combat that? With a solid plan of how to move forward:

- Where do you want to be in 1 month? 3 months? 6 months? 12 months? Be as specific as possible
- Do you already have a business or project you're working on? What are your new working hours?
- Looking for a new job? Have you signed up on Monster? Is your Linkedin profile up to date? Have you scoped out Craigslist? Who can you have lunch with that could rekindle old relationships?
- Who is going to hold you accountable? How are they going to do it?
- What is your monthly budget? Have you set your baseline expenses?

I know many of these questions were covered earlier, but it's worth reviewing and making sure that you do have a solid plan in place, and have answers to each of these before moving forward.

It Doesn't Have to be All Business

Spent the last five years working at a job that you weren't thrilled about? Then despite any difficult emotions you've got, you should also take time to enjoy the fact that you've just made a really positive change, regardless of how scary it may be.

What have you been wanting to do that you haven't made time for? Where would you like to go, but could never get the vacation time?

Before you get too crazy and jump back into super-productive mode, take a little bit of time to enjoy the freedom of not being tied down.

After my tears subsided on my last day, I spent the day walking around Portland and going to a couple food carts I'd never been to. I then went and saw a movie with Tate. While I was still emotional, being able to traipse around the city on a Tuesday was a pretty cool feeling, and one that even to this day, I don't take for granted.

Don't Be Afraid to Deal with the Issues

It doesn't matter what happened or is about to happen, leaving a job is going to be different for every single person, every single time. You may experience no emotion at all, or you could be a complete wreck. Chances are you're going to be somewhere in the middle.

I was really disappointed with what happened in my case. While I look back on that day and realize that everything that happened was for the best, at the time it wasn't easy. There were some hurt feelings and bad blood, which was the last thing I ever wanted.

To this day, I still wonder if I could or should have handled it differently.

If you have unresolved feelings or issues with the way things went down after leaving - deal with them. Talk to your boss, a confidant, close friend, or whoever. The most important thing is to deal with extraneous emotions as quickly as possible, so that you can move forward without regret and with the best attitude possible.

After all, this should be a good experience regardless of how difficult it was, because it will get you closer to the real, long term goals you've set for yourself.

Don't take this as gospel, these are just some things that I found worked for me after I left my job. The most important thing piece of wisdom I can impart on you is this:

Don't panic. The worse case scenario almost never happens, and the chances are, you'll be better off in the end

WE'RE ALL DONE HERE.

Thank you once again for checking out Location 180, and this guide on quitting your job. Whether you quit yesterday, are doing it tomorrow, or are still a ways out, I hope that you found something interesting in these pages that will have an effect on your day to day life.

Want more from me? Here are the best ways to make that happen:

- Check back to Location 180 on a regular basis
- Follow me on Twitter: @seanogle
- Like us on Facebook
- Take a look at our flagship offering for entrepreneurs, Location Rebel
- Anything I can do personally? I'm just an email away.