

Five Simple Secrets For Successfully Working From Home

Have you ever considered what it would be like to exit the rat race and be your own boss? At some point, most of us who have worked for someone else have fantasized about the joys of self employment and working from home. Goodbye boring meetings, performance appraisals or minimal pay increases. Hello bunny slippers.

But working from home isn't for everyone. Here are a few tips to improve your chances of success.

1). *Find something you are truly passionate about.* While this may sound obvious, it's critical. Without the structure of a dedicated start/stop time, you can only depend on your self for motivation. It's important to find an interest that gets you up out of bed with an energetic bounce each morning. You need to have all your fortitude to withstand the temptations of cleaning house, attending to laundry, or rummaging to see what you've got to eat in the fridge.

2). *Build your own team.* While working from home, you may have limited resources to help you with your business, if that. In order to be successful, decide what it is that you bring to the table and look for ways to delegate the rest. It may seem like you can't afford to bring on resources to help in areas such as information technology support, administrative assistance, etc. But really, you can't afford not to. By relinquishing those areas that are not your strengths, this frees you up to do that which you do best. And that's the way you'll grow your business. With the advent of the internet, you don't even need to be limited to having a network that is local.

3). *Create a support network.* Many people working from home believe it's a lonely existence. But that is only if you let it be. Make it a point to get out of the house each day. Build in frequent trips to the gym, walk the dog, take a customer to lunch or even schedule a friendly coffee date with a colleague. By shifting your energy, you'll create a more productive attitude and will have more fun while doing so.

4). *Establish and maintain boundaries.* As the mother of three young boys, I realize the importance of having a separate space in my home for my office, complete with a door. From day one, I explained to my kids, that when the door is closed, that means Mom is working. I'd request that they knock before entering, and if they don't receive a "come on in", they were to assume that I couldn't be interrupted. Setting up house rules such as this are critical and often come into play when when you are on the phone with an important client.

5). *Identify and leverage your greatest times of productivity.* Each of us has a natural rhythm that allows for greater periods of focus and stamina. By understanding when and how you work best, you can adapt your schedule to benefit from those energy surges and minimize the dips. For instance, if you are a morning person, use that time for creative work and save the late afternoon timeslot for dealing with administrative tasks, reading emails and returning phone calls. One of the greatest advantages of working from home is that you can do the work you need to do when you want to do it. Freedom and flexibility are two of the greatest perks that come along with a home office.

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