



## **Reigniting You® Guest Information Sheet**

For assistance regarding your radio show appearance, contact Lisa at [lisa@yournewspect.com](mailto:lisa@yournewspect.com) or directly at 425-765-1828 (for emergencies only).

***This information is only for confirmed guests.*** Be sure you submitted your guest application form on the show website and have received information from Lisa confirming your appearance. Thank you!

### **THE SHOW:**

**Pre-recording every Wednesday from 3:00-4:00 p.m. Pacific Time/6:00-7:00 p.m. Eastern Time; Aired on Mondays at 3:00 p.m. PT/6:00 p.m. ET**

Guests will participate (typically via Zoom) in two talk segments with Lisa for a total of about 35 minutes.

**Radio frequency:** 880 AM in the Seattle area

**Streamed online at:** [AM 880 KIXI](http://AM880KIXI.com)

**Show page is at:** <https://reignitingyou.com>

Phone line **ONLY** for you if there's an issue, **NOT for the public:** Eric Burriss (Board Engineer/Producer) at 425-373-5542. This is the studio line.

If listeners want to submit a career transition related question and/or submit a best job/worst job story, they can do so by leaving a voicemail at 360-436-6496 or emailing [reignitingyou@gmail.com](mailto:reignitingyou@gmail.com).

**Podcasts** of the show can be found on Lisa's website and in her weekly newsletter of career transition tips and show summaries. If you'd like to sign up for the newsletter, you can do so here:

<https://reignitingyou.com> and complete the sidebar form.

### **SHOW PROMOTION:**

Feel free to promote your appearance on the show ahead of time on your social media and communication channels. You can use the [show site](#) and/or the [KIXI site](#) as a link if you'd like. You can also use the title card for the show that Lisa sends to you.

You can connect with Lisa on LinkedIn at: <https://linkedin.com/in/lisadowns> and like and/or comment on her post(s) about your guest appearance (it's greatly appreciated). You can also participate on the Facebook page for the show at <https://facebook.com/reignitingyou>.

After the show airs live, you'll receive links to the podcast version and the video version on the show's YouTube channel and show page to use as you'd like for marketing purposes.

**SHOW TOPICS AND DETAILS:**

Provide Lisa with a high-resolution head shot image for marketing related to your guest appearance. A .jpeg or .png file is best that is at least 600x600 @300 dpi. This can be emailed to Lisa at [lisa@yournewaspect.com](mailto:lisa@yournewaspect.com) or shared with her via a file sharing platform such as Dropbox or WeTransfer.

From your initial application, Lisa should already have your bio and information re: how your background and current situation ties to the premise of the show as well as your website or LinkedIn or other social media URL.

You may also send/upload additional images, such as your business logo and/or book covers.

**APPEARING VIA PHONE:**

If phone is your preferred mode of audio connection (as opposed to Zoom), please use a landline phone if possible, as it makes for a clearer connection and, in turn, a better radio program and recording.

Be sure that Lisa has the phone number you'd like us to use for the show. Eric Burriss, the producer, will call you a bit before the top of the hour when the show time comes.

**DURING THE INTERVIEW:**

*Find a quiet location with no disruptions.* Silence any additional phones, computer notifications/alerts, etc. and close your door, if possible, to minimize background noise. Any noise cancelling headphones or ear buds will also provide an additional buffer for sound quality.

Don't call us; we'll call or connect with you via Zoom to connect for the show (unless you're going phone only as in the instructions above). If there's any type of technical issue, call Eric at 425-373-5542.

**THANKS VERY MUCH. WE'RE EXCITED TO HAVE YOU ON THE SHOW!**