

NETWORKING

SIUE CAREER DEVELOPMENT CENTER

Career
Development
Center

Networking is possible for anyone, regardless of academic level. It is not just about creating and building relationships, but also maintaining those relationships.

Building Your Network

When your goal is to increase the number of contacts that you have in your network, it's helpful to not view a new contact as simply someone that you want help from in learning about or getting a position. Effective networking is based on relationships that are cultivated so that a mutual exchange of information, advice, and support is given and received. You can network to decide on a career choice, to conduct a job search, for career management, or for business development.

Make a list of everyone you know and people they know. Identify how they could help you gather career experiences and information.

Who is Your Network?

- **Social Circles** (friends, family, co-workers, etc.)
- **Education** (professors, advisors, continuing education seminars, etc.)
- **Professional Groups** (trade associations, formal networking groups, breakfast clubs)
- **Personal & Professional Services** (physicians, attorneys, accountants, etc.)
- **Multimedia** (newsgroups, web sites, personal e-mail address list, authors, etc.)

Keep Track! keep account of individuals you meet, their organization, and what transpired during the interaction.

How to Network

- Create a personal commercial about yourself
- Establish rapport
- Hold yourself accountable
 - Follow through on your commitments & avoid making empty promises
- Show thanks!
 - Sent thank you email or card; Anything that show you appreciated the individual's assistance
- Volunteer anywhere that relates to your field of study

Think local - Think small - Think long term - Think diversity

Where to Network

Networking can happen anywhere - an informal chat, e-mail, a formal appointment, or over telephone.

- One-to-one meetings with networking contacts
- Conferences or conventions
- Training sessions or workshops
- Networking groups
- Social and Community settings
- Career Fairs
- Campus activities / Professional societies
- Alumni / Mentor programs
- Company information sessions
- Informational interviews with professionals

Virtual Networking

Add to your LinkedIn profile!

- Add work history, skills, and keywords
- Make connections to people you've worked with or met

- Follow companies
- Communicate with recruiters and professionals in your field
- Share posts, articles, news, etc. related to your desired career field