

MASTERING NETWORKING



What is Networking?

- Can occur online, over the phone or in-person at events
- Asking questions and gathering information
- Establishing and maintaining connections with people, group, and organizations

Key Objectives of Networking

Establish
Connections

Find
Mentors

Gather
Information
& Ask Questions

Personal
Branding

NOT necessarily
to Receive a Job
Offer

Why is Networking Important?

- Companies will check to see if you attended their events after you apply
- If your recruiter remembers you, they will be more likely to review your application
- Saves time by gathering information on the recruiting process for international students

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Networking Steps

1

Understand Your Goals

- Learn more about the company and culture
- Ask questions about the recruiting process and available positions
- Build a relationship with the professionals at the event

2

Introductions & Pleasantries

- Eye contact
- Handshake
- "Elevator Pitch"
- Brief small talk (Remember they are human!)

3

Ask a Question

- Think about your audience!
- Are you speaking to a recruiter or an industry professional?

4

Active Listening

- Don't think too much about what you are going to say next - stay focused!
- Take notes if you need
- Body language says a lot - nodding, smiling, eye contact

5

Follow-Up Questions & Discussion

- Gather information and build a connection
- Conversations do not need to be all about careers - try to connect with them!
- Ask more questions on what you want to know

6

Get Contact Information

- Exchange your resume for information
- Ask for a business card
- Write down name and/or e-mail

7

Gracefully Exiting the Conversation

- Be mindful of your conversation timing
- Queues for convo ending
 - Line behind you
 - Recruiter thanking you for time

8

Follow Up

- Connect on LinkedIn with a brief message
- Send a brief e-mail to keep in touch
- Mention any follow-up items

