Identifying Your Network and Your Pitch

Networking is an important skill in the job search. Basically, you connect with the people you know, and let them know you are searching for a job. They have their own connections to other people, and may know someone who is hiring, may know someone in the area you are in, or who may be able to put you in contact with someone who can help in your search. Recent statistics are showing that over 60% of people who get a new job are doing it by connecting with people they know.

Directions: Make a list of your contacts. Use the back of the sheet if you need more room. Check the list to the right for ideas. Code them in the first column as a Professional (Pro) or Personal (Per) contact. Decide how you would contact them to let them know you are looking for a job.

Contacts	Contacts

NAME_

Common sources for networking contacts:

- Alumni organizations
- Children's contacts: PTA, Little League, Scouts, parents of their friends
- Classmates (any grade or school)
- Community job clubs
- Former employers, including supervisors and coworkers
- Friends: Local and out-of-town
- Hobby groups: clubs, gardening, hobbies, etc.
- Members of clubs: Health club, softball team, hiking club
- Members of your church, temple, synagogue or mosque (Some religious organizations also sponsor job search groups)
- Military chums
- Neighbors: Current and past
- Participants in trade shows, seminars or workshops you've attended
- Political groups
- Professional associations
- Professionals: Attorneys, accountants, doctors, dentists, insurance agents, pharmacists, veterinarians
- Relatives: Local and out-oftown
- Service or fraternal organizations and groups: Rotary, Kiwanis, Soroptimists, Elks
- Services: Travel agents, stockbrokers, Realtors
- Volunteer associations: Past and present

From www.Monster.com

Additional Contacts

Contacts	Contacts	Contacts

Plan Your Elevator Speech

Now that you know your Network contacts, what will you say to them? Plan an "Elevator Speech" that tells someone in 30 seconds or less who you are, what you can do, what makes you unique, while making it memorable! It should contain a "hook" or "theme" so the person is interested and wants to connect with you. Think of what you would say if you only had 15-30 seconds to answer the question "Tell me about yourself..."

Look at:

- Your skills and experiences you wrote down on the pamphlet. (your academic, volunteer, internship and work experiences).
- What you do not necessarily a job title, but the kind of work you do.
- **Types of Businesses** in which you have worked or want to work in. Ex: nonprofit, startup companies, government agencies Fortune 500 companies, etc.
- What makes you unique? Something that makes you stand out from others.

Write you statement below and practice it so it sounds natural.