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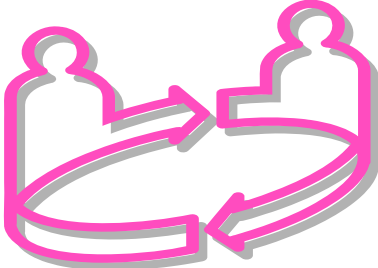


Making Career Connections

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What is “Making Connections?”



- Developing relationships with others
- Giving and receiving information, support and referrals
- Networking!

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Purpose of Networking

- In CAREER RESEARCH →
 - To get information and advice about career options, and show how you might match
- In JOB SEARCH →
 - To learn about job opportunities and be able to say how you can contribute to an organization
- In CAREER DEVELOPMENT →
 - To maintain awareness of opportunities for new projects and jobs, to enhance skills, and to assist others in their development

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Does networking work?

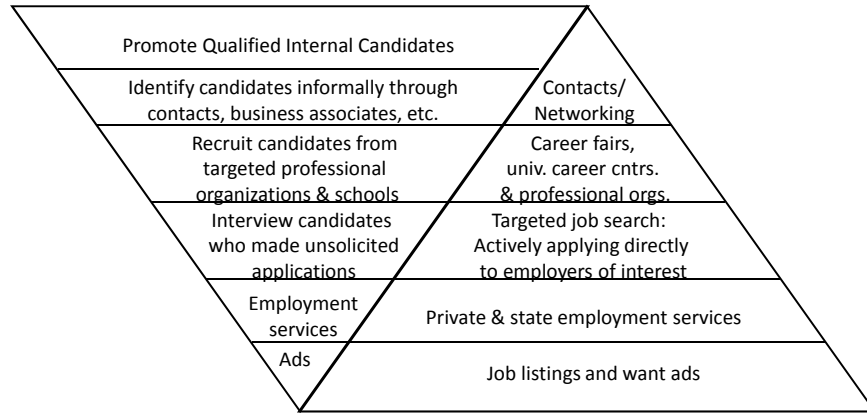
- How many of you:
 - Decided to take a class based on a referral?
 - Found jobs or internships by talking with family or friends?
- **That's how networking works!**

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Why Networking?

Employers Recruitment Methods



Job Seekers' Strategies

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Research indicates ...



- **40 – 80%** of jobs are found through networking!
- **4%** of jobs are found using internet job listings
- **5 – 24%** of jobs are found answering local newspaper ads
- **5 – 28%** of jobs are found through employment agencies/search firms

Source: Bolles, Richard. (2005). What Color is Your Parachute?

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Why do people avoid it?

- FEARS (rejection)
- Misperceptions: “people aren’t interested in talking with me”
- False belief: “talking about myself and my strengths is self-centered”
- It requires too much effort
- I don’t know how!



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Give it a try!

- Find someone you don’t know
- Introduce yourself
- Ask your partner:
 - “What is an activity you enjoy doing?”
 - “What do you like most/least about it?”
 - “Who else can tell me more about it?”

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How to Network: **Methods**

1. Meet in-person
2. Phone
3. Email
4. Write a letter



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How to Network: **Self-Reflection**

Figure out what you really want to know.

- **Is it Research –**
 - Information about my area of interest, or about jobs that match my strengths and interests
 - Is this the right job/career for me? Options?
 - Advice on what training to receive
- **Or Job Search –**
 - Important contacts
 - Advice on conducting a job search



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How to Network: Self-Reflection

Know and articulate your strengths -



- Your contact will get to know you better and be more likely to remember and refer you
- Once a contact knows your strengths, he/she may know of another contact or related area you might consider
- It broadens your possibilities instead of limiting you to a particular job

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How to Network: Preparation

Research areas you want to explore.

- Industry
- Company or Organization
- Occupations/Jobs/Salaries
- Graduate School
- Other?



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How to Network: Identify Current Contacts



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How to Network: New Contacts

- Informational Interviewing - see [Career Guide](#)
- Departmental contacts
- Student organizations
- UW [Alumni Association: Husky Career Network](#)
- [Professional Associations](#), conferences, and meetings
- [Career Fairs](#)
- UW networking events
- [Employer directories](#)
- Business cards
- Phonebook, Others???



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How to Network: Develop a Script



- Introduce yourself
 - Name the person who referred you
 - Build a common ground
- State your interests, strengths, goals, etc.
- Ask them what you want to know
- If appropriate, request a meeting, phone conversation, or tour of workplace

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How to Network: Questions to Ask

- “What advice would you give to someone with my strengths and interests?”
- “How did you get into this field?”
- “My strengths are __, __, and __. How might they match with positions in this field?”
- “Can you suggest other people I might talk with? May I mention that you referred me?”
- It’s a good idea to take notes!!



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How to Network: **Helpful Tips**

- Instead of asking directly for a job, ask for advice, contacts and suggestions – this is especially important in job search
- Avoid preconceptions about who might be helpful
- Be persistent: if you're not getting responses, then re-evaluate your approach
- Always be mindful of your contact's time



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How to Network: **Follow-Up**

- Send a thank you note
- Let your contact know how your connections went with their referrals
- Send them new information that you discover and you think would benefit them
- Use Contact Sheet to keep track of what you discussed
- Continue making new contacts to maintain energy and confidence

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Summary: Networking strategy

BEFORE CONTACT

- Self-reflection:
 - what do you want to know
 - strengths
- Preparation
- Identify and develop contacts
- Develop questions and practice script

AFTER CONTACT

- Thank your contact
- Evaluate how it went
- Follow-up on leads
- Keep in touch

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Networking Resources

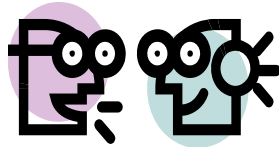
- [UW Career Center](#)
- [JobStar.org](#)
- [The Riley Guide](#)
- [CareerJournal.com](#)
- [Quintessential Careers](#)



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Networking Works!



- Networking Challenge:
 - Spend at least 50% of your job search networking!
- Questions?

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