

EFFECTIVE NETWORKING

Advance your career with authentic relationships



PROFESSIONAL OBJECTIVE

Factors to consider:

Interests	Skills	Values
Personalities	Long-Term Goals	Mission, Purpose, or Vision

FACTORS TO CONSIDER FOR YOUR CORE MESSAGE

Your Core Message is a one to two-minute verbal statement crafted to convince Decision Makers in your chosen Target Market that you can do the work defined by your Professional Objective. It will showcase your strongest strengths in your chosen field of work. This can also appear in briefer written form as your Summary at the top of your resume.

Your Accomplishments

1. Pick 1 Queen's Skills Card: _____

What accomplishments/experiences demonstrate that you have that skill? Are there common themes?	

2. Brainstorm your ACCOMPLISHMENT STORIES

What are the stories that illustrate your particular ways of doing the job well? When might you have done something above and beyond your job description?

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ELEVATOR PITCH — PUTTING IT TOGETHER

Experience | Skills | Education & Credentials | Personal Characteristics | Motivation | Interest

Introduction:
+
Accomplishments:
+
Objective:
+
Next Steps:

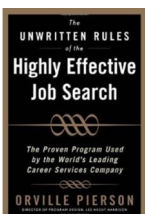
IDENTIFYING YOUR NETWORK

	<p>Make a list of 10 people you want to build stronger relationships with</p> <p>Make a list of 5 people you want to meet</p>
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Resources

- <https://www.cNBC.com/2020/03/20/coronavirus-how-to-become-better-at-networking-while-working-remotely.html>
- <https://www.fastcompany.com/90486266/8-smart-ways-to-keep-networking-while-youre-stuck-at-home>
- <https://www.themuse.com/advice/job-search-coronavirus>

Based on the ideas presented in Orville Pierson's *The Unwritten Rules of the Highly Effective Job Search*.



IF YOU WANT TO KNOW MORE...

Workshops: Cover Letter; LinkedIn 1 and 2

Appointments: Career consultations or resume coaches (resume/CV/cover letter)

Drop-In Career Advising: Mon-Thur 1:30 PM—3:30 PM (for quick career questions)