NETWORKING GUIDE

Career & Civic Engagement
www.winthrop.edu/cce
803/323.2141
Networking Defined

- Establish, maintain, nurture meaningful relationships
- Essential for job-seeking, or requesting advice and counsel
- Give-and-take through interactions
- Venue for communication and opportunities

Networking really is important for job-seeking, because an estimated 75% of jobs are obtained through networking alone. Oftentimes, networking can occur through a simple sharing of interests, and finding of common ground.
Benefits include:

- Ability to articulate what you want
- Exposure to potential employers and employees
- Developing a market for something you have or want
Do’s and Don’ts of Networking
DO:

- Take the initiative
- Join organizations and get involved
- Make contacts through people you know
  - Peers, Family, Faculty/Staff, Current/Past Employers, Church, Club Advisor, etc.
- Find a mentor
- Ask important questions
- Listen carefully
- Prepare an “elevator” speech
- Have your resume and/or business cards ready
- Set up a formal meeting with your contacts
- Get referrals and recommendations
- Treat networking like a job
DO NOT:

- Ramble on about yourself
- Volunteer too much information
- Brag
- Forget to thank those who help you
“YOU ARE YOUR WORD, YOUR WORK, AND THEN YOUR NETWORK.”

- Randal Pinkett (author of Campus CEO, winner of NBC’s The Apprentice 4, Chairman of BCT Partners)
Go Forth and NETWORK!

• Make an appointment with a career professional today to learn more about networking

• Call 803/323-2141 to schedule your appointment

• Visit our website to learn more about CCE: www.winthrop.edu/cce