

The Art of Networking

Building Bridges to Career Success Now and in the Future!

Networking is not something that comes naturally to most people, but it is a critical element to any person's career success. If you practice your networking skills on a regular basis, you will find that the professional relationships you create will offer a wealth of information and opportunities throughout your career path.

How to Build Your Professional Network

■ CONNECT WITH BRYANT ALUMNI ON THE BRYANT ALUMNI CAREER LINK

The Alumni Career Link is a database of Bryant alumni willing to assist you with your career. You can access the Link from the Amica Career Center web site www.bryant.edu/career. Register with Verification Code: **networking** and search the site for professionals who can help you with any of the following:

- COMPANY INFORMATION
- SHADOW OPPORTUNITIES
- REGIONAL INFORMATION
- INFORMATIONAL INTERVIEWING
- ASSISTANCE WITH SUMMER JOBS/INTERNSHIPS/ENTRY-LEVEL POSITIONS

■ ATTEND AMICA CAREER CENTER EVENTS DESIGNED TO HELP YOU BUILD YOUR NETWORK

There are many opportunities to meet professionals through programs sponsored by the Amica Center for Career Education. Check our Program and Workshop handout each semester for a list of events such as:

- ALUMNI CAREER PANELS
- STUDENT/ALUMNI NETWORKING EVENTS
- WINTER SHADOW PROGRAM
- CAREER FAIR
- EMPLOYER INFORMATION SESSIONS
- COMPANY SITE VISITS

■ MAKE A POINT TO DO SOME INFORMATIONAL INTERVIEWING EACH SEMESTER

An informational interview is a brief conversation with a professional who is in a career you are considering. It is an opportunity for you to ask questions so that you can make an educated decision about entering that career path. Most professionals are willing to give their time to educating students about their industry. Scheduling even one informational interview each semester and summer while in college will increase your network by 11 professionals by the time you graduate and might be key to internships and job offers you find along the way. Informational interviews may be done in person, or over the phone. **Check out the Amica Career Center's Informational Interviewing handout** for more details.

■ UTILIZE THESE ADDITIONAL OPPORTUNITIES TO BUILD YOUR PROFESSIONAL NETWORK

- VOLUNTEER OPPORTUNITIES
- INTERNSHIPS
- SOCIAL GATHERINGS
- COMMUNITY EVENTS
- LINKEDIN.COM
- EVENTS SPONSORED BY UNIVERSITY CLUBS & ORGANIZATIONS
- FAMILY CONTACTS
- OFF-CAMPUS CAREER FAIRS

■ EMPLOY THESE USEFUL STRATEGIES FOR SUCCESSFUL NETWORKING

- RESEARCH AN INDUSTRY, CAREER TITLE AND/OR COMPANY OF A CONTACT YOU HOPE TO MEET.
- PRESENT A PROFESSIONAL IMAGE AND POSITIVE ATTITUDE. CONSIDER DRESS, POSTURE, EYE CONTACT, FIRM HANDSHAKE AND SMILE!
- BE AN ACTIVE LISTENER AND ASK QUESTIONS THAT ALLOW A CONTACT TO TALK ABOUT THEMSELVES.
- COLLECT BUSINESS CARDS AND ALWAYS FOLLOW-UP WITH A THANK YOU EMAIL OR NOTE.