Did You Know?

24,538 Total Unique Student Contacts

Students Who Came to Us
- Bourns College of Engineering: 11%
- School of Business: 12%
- College of Humanities, Arts, and Social Sciences: 50%
- College of Natural and Agricultural Sciences: 19%
- Graduate Division: 7%

567,166 Website Visits 2015-16

2015-16 Annual Report

#HireHighlanders  #UCRCareerReady

(951) 827-3631 • CAREERS.UCR.EDU
Did You Know?

This is how UCR STUDENTS reported finding their first job after college.

Source of Job
- Advancement/Promotion: 4%
- Career Center: 18%
- Direct Contact with Employer: 18%
- Internship Converted to Career: 8%
- Networking: 26%
- Online or Print: 21%
- Other: 3%
- Social Media: 2%

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GET CONNECTED

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Visit Us On Social Media!
Networking Your Way to A Job:

BUILDING RELATIONSHIPS AND CREATE YOUR BRAND
What We’re Going to Talk About...

• What is Networking?
• Tips to Network Successfully
• Where Can You Network?
• Networking Through Social Media
• Practice What You’ve Learned
• Maintaining Connections
• Who's in your Network?
What is Networking?
To show this poll

1. Install the app from pollev.com/app
2. Start the presentation

Still not working? Get help at pollev.com/app/help
or
Open poll in your web browser
Networking is the development and maintenance of mutually valuable relationships.

What is Networking?
Facts About Networking

• It’s about developing meaningful relationships

• 70% of jobs/opportunities are not found online but through mutual relationships

• It starts way before you need a job

• It isn’t always about knowing the rich and powerful

(Your best friend could land you your next job!)

• It’s true, it isn’t just about what you know, but who you know, and more importantly who knows you
The Misconceptions

• It’s only takes place at networking events
• Shy people are poor at networking
• You only need it if you’re going into business
• I have a high GPA, I don’t need to network
• I only have to gain relationships with people in my field of interest.
When & Where to Network

Social Networks
- Friends, Family, Neighbors
- Alumni contacts
- Professors
- Other Faculty & Staff
- Volunteer contacts
- Social media – LinkedIn, Facebook, Twitter, etc.

Professional Networks
- UC Riverside events (Career fairs, Job Discovery panels, Workshops)
- Professional networking events
- Chamber of Commerce
- Rotary, Kiwanis, Lions Clubs
- Committee involvement
- County of Riverside (volunteers)
Networking Tips
What's Your Story?
3 Questions Before You Network

1. What are you known for today?
   • Eg: strengths, skill sets, experience

2. What do you want to be known for?
   • Eg: reputation, personal branding, credibility

3. How do you get there?
   • Eg: short and long term SMART goals

Source: Great on the Job, Jodi Glickman
Networking Tips

When attending a networking event...

• Set goals
• Perfect your 30 second pitch (Your Story)
• Stay focused
• Meet new people and introduce others
• Listen attentively for opportunities
• Be prepared to follow up
Be Prepared!!

• Conservative email address
• Professional outgoing message
• Make sure your voicemail box is not full
• Neutral virtual presence
• Create a business card (optional)

Sally Career
Bachelor of Science, Business Administration
University of California, Riverside
linkedin.com/sallycareer
951.827.1234
sallycareerucr@gmail.com
Sample Questions For Networking

PROFESSIONAL:
• How did you get into your profession?
• What parts of your job do you find most challenging?
• What do you find most enjoyable?
• Are there any negatives to your job?
• What is a typical day like for you?
• How would you describe the corporate culture?
• What skills are required in your position on a day-to-day basis?
• What is unique about your company?
• What advice do you have for someone looking to get into your field of work?
• What’s the best business advice you’ve ever received?
• Who else do you recommend that I should talk to *tonight*?

PERSONAL:
• What is the best job you’ve ever had? What is the worst?
• Where did you grow up?
• What do you like to do in your spare time?
Activity

• Practice networking for the next 5 minutes

• Turn to your neighbor, pitch yourself, and take turn asking some of these questions
  • What is your major?
  • How did you choose your major?
  • What do you like the most/least about your major?
  • What are your plans after graduation?
  • What do you do for fun?
Mixer

000:05:00
Mixer

000:00:00

Hours Minutes Seconds
Debrief

• What worked?
• What didn’t?
• How did you feel?
• What did you learn?
Bad Networking Habits

• Hanging out with the same person or stay in cliques
• Staying by the food table/bar
• Not engaging in full conversations
• Fail to make eye contact and smile
• Asking closed-ended questions
Common Mistakes

• Lack of action
• Too informal too soon
• Lack of focus
• Etiquette G.A.P.S.
• Ask for too much
• No follow through
• Forget to have fun
Connecting Through Social Media

• LinkedIn
• Facebook
• Twitter
• Portfolium
Conversation Starters On:

Examples of what not to write:

• Can you help me?
• I’d like to connect with you on LinkedIn
Introduce Yourself

My name is Maya Lim and I am a senior majoring in Ethnic Studies at UC Riverside. I very much enjoyed meeting you at the Spring Job Fair.

Why do you want to be connected?

I’m reaching out because I am very interested in learning more about the advertising industry. Last summer, I interned in the public relations department at Guess? Inc.
The Email Intro...

Your professor has given you the name and email address for an UCR alumna working in the field of your dreams. What is the appropriate way to introduce yourself via email?
What’s the Difference?

Hi Clara!

It would be really cool to meet you and learn about your career path. It would be really nice if I can get 15 to 20 minutes of your time. Well, looking forward for your reply.

-Ali H.
Student

“The unexamined life is not worth living”

Dear Ms. Lee:

I am a junior majoring in History at the University of California, Riverside. Professor Addison suggested I get in touch with you regarding my interest in the preservation of local historical districts.

Although I am not currently looking for a job, I am very interested in learning all I can about typical career paths in this field and what skills I might need to develop. I would greatly appreciate 20 to 30 minutes of your time to ask you a few questions about your current position and the challenges/rewards involved.

Thank you for your consideration. I look forward to contacting you to arrange a time.

Sincerely,

Allison Harris, UCR History 2017
Keep in Touch...

• Thank you note
• Progress emails
• Related articles
• Holiday greetings
Who's in your Network?

Establishing your Board of Trustees:

An appointed board of connections that you entrust for your self development.

3-5 people you can count on to help you find your next opportunity.

Mentor/Confidant you share ideas with

Should come from different backgrounds to help you develop perspective
Questions?
Career Center Workshops

*Additional Career Center workshops to help you with your career success:*

- Resume Writing
- Internship
- Job Search
- How Not to Get Fired: Professional Etiquette
- Interview Skills
- How to Make a Great First Impression
- Special Workshops with Employer Presenters
Connect. Inspire. Empower.

Come Visit Us!

Hours:
Mon. - Fri. 8 am to 5 pm except Wed. 9 am to 5 pm

Drop-In Hours:
Mon. - Thurs. 10 am-3pm
Fri. 10 am-12 pm