

Networking & Elevator Speeches

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Table Topics

- ▶ Share your biggest challenge when it comes to networking
- ▶ Share one thing you hope to take away from today's event

Networking MadLibs - 5 Dos and Don'ts

1. Be Present

When in a conversation, don't scan the room looking for connections. Try to engage in a few minutes of focused conversation before moving on.

2. Be Sensitive

Don't push a business card in the face of everyone you meet. Unless you are asked, don't assume everyone wants your information.

3. Be Realistic

Don't take someone with you and talk only to them during the course of the networking event.

4. Be Mindful

Don't go up to two people facing each other and try to break into the conversation. Look instead for the person standing all alone.

5. Be Wise

The quickest way to repel someone at a networking event is to give them the full story of who you are and what you do when you have only just met. No one cares! Make small talk first and the person you're talking to will let you know if he or she wants more.

Networking Q & A



Elevator Speech - What is it?

- ▶ A brief 30-second pitch distilled down to the most pure form of who you are and what you offer
- ▶ Your grandma should be able to understand it

7 Mistakes to Avoid

- ▶ Speaking too fast - avoid cramming 15 minutes of info into one minute
- ▶ Using acronyms, slang, or highly technical terms
- ▶ Not being focused
- ▶ Not practicing what you're going to say - have a colleague read it over for flow
- ▶ Being robotic - be approachable, conversational
- ▶ Not having a business card or other take-away with you
- ▶ Not saying anything - it does nothing if you have a killer pitch you never use

Let's Practice