

## **Get The Job You Want, Even When No One's Hiring**

### **Your Job Search Survival Toolkit**

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### **Sample Networking Script #1**

Create your own Sample Networking Script. You may adjust the examples as necessary to fit your specific situation and/or opportunity.

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### Sample Networking Script #1

#### Introduction

Hello \_\_\_\_\_, my name is/this is \_\_\_\_\_. I was referred to you by \_\_\_\_\_ . I know \_\_\_\_\_ from \_\_\_\_\_. I'm contacting you about a career matter, but let me assure you that I am not calling to ask you for a job! Is this a good time for you? I only need 5-10 minutes of your time.

#### Build Rapport

I was referred by your (or "a mutual") colleague/friend, who suggested that .... (Find some area of common interest to discuss).

#### Positioning Statement

#### Departure Statement

#### Ask for help

Would you be willing to help me?

#### Decompress

Please understand that I am not asking you for a job, nor do I expect you to know of any appropriate openings. However, I am interested any advice or guidance that you could offer, in addition to any networking contacts you could provide. Would you be willing to review some of my credentials, and give me candid feedback? I could send the materials right over.

#### Wrap up

I will e-mail (or fax) you a one-page overview of my professional background (*Professional Biography*) and a list of the companies I'm most interested in (*Target Companies*). Then I'd like to follow-up and have another conversation (or meet with you). When would be better for you, Wednesday afternoon or Friday morning? I know your input will be of great value, and I appreciate your willingness to help.