

Get The Job You Want, Even When No One's Hiring
Your Job Search Survival Toolkit

Sample Networking Script #2

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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Introduction: Hello _____, my name is/this is _____. I was referred to you by _____, who I know through _____. I'm calling about a career matter, but let me assure you, I'm not going to ask you for a job! Is this a good time for you to talk? I only need 5 to 10 minutes of your time.

1. Build rapport.

(Use whatever personal information you have about them to connect – find a common area of interest to discuss).

When I talked to _____, he/she told me that you

2. Where you have been (Positioning Statement).

_____, let me give you a 30-second snapshot of who I am and where I've been.

Do you think you have a general idea now of who I am professionally? Is there anything that's unclear, or anything you'd like me to expand upon?

3. What happened (Departure Statement). Great, now that you understand that let me explain where I am now.

Do you think you have a general idea now of where I am and where I'm headed? Is there anything that's unclear, or anything you'd like me to expand upon?

4. Ask for help. I'd like to know if you would be willing to help me. If you could give me just 15 or 20 minutes of your time to provide some guidance and feedback, and help me expand my contact network, I would really appreciate it.

5. Decompress. Please understand that I am NOT asking you for a job, nor do I expect you to know of any appropriate positions. What I AM interested in is any advice or guidance that you can offer. Would you be willing to take a look at two documents I've prepared describing my professional background in more detail and the companies I'm researching? That way, you could provide candid feedback. I could send the materials over to you right away.

6. Ask for help again (if necessary); and decompress again if needed.

7. Wrap-up and thank them.

Great, I'm glad. Thank you so much. I know you're busy, so I don't want to take up any more of your time now. I will e-mail you a one-page overview of my background (Professional Biography) and list of local companies I'm most interested in (Target Company List). Then I'd like to follow up and have another conversation (or meet with you). Would you be available to talk again later today, or perhaps tomorrow morning? What time shall I call (or visit)? I think your input will be very helpful, and I appreciate your willingness to provide your feedback and assistance! Naturally, I'll be very happy to help you in a similar capacity, should the need ever arise.