

# Professional Networking Suggestions

ML Taylor, C.P.M. September 2009

<p><u>Career Coaching Practical Advice:</u> M Taylor, C.P.M.  <a href="http://www.mltweb.com/handouts/Career_Coaching.pdf">http://www.mltweb.com/handouts/Career_Coaching.pdf</a>  <i>PowerPoint slide show</i></p>	<p><i>Is this Just a Job? Or Is This My Career?            Position Yourself In The Job Market</i></p>
<p><u>How do others perceive me?</u> M Taylor, C.P.M.  <a href="http://www.mltweb.com/prof/perception.htm">http://www.mltweb.com/prof/perception.htm</a></p>	<p><i>The business of selling yourself;            _ You have to have something to sell.</i></p>
<p><u>Making the appraisal process personal</u> M Taylor, C.P.M.  <a href="http://www.mltweb.com/prof/appraise.htm">http://www.mltweb.com/prof/appraise.htm</a></p>	<p><i>If you were hiring someone to replace me, what            skills, attributes would you be looking for?</i></p>
<p><u>Networking Within the Organization,</u> (ISM members-only)            Marilyn Gettinger, C.P.M.  <a href="http://www.ism.ws/education/PastConfDetail.cfm?ItemNumber=16539">www.ism.ws/education/PastConfDetail.cfm?ItemNumber=16539</a></p>	<p><i>A reciprocal process based on the            exchange of ideas, advice, information,            referrals, leads, contacts....</i></p>
<p>The Hub Factor- networking for the 21<sup>st</sup> century            Julia Hubbel  <a href="http://www.TheHubFactor.com">www.TheHubFactor.com</a></p>	<p><i>This is the Century of the Network. Are you            ready?</i></p>
<p><u>Professional Attitude,</u> M Taylor, C.P.M.  <a href="http://www.mltweb.com/tools/articles/Professional.htm">http://www.mltweb.com/tools/articles/Professional.htm</a></p>	<p><i>Remember that management has a vested            interest in hiring creative, multi-taskers.</i></p>
<p><u>Professional Strategies,</u> M Taylor, C.P.M.  <a href="http://www.mltweb.com/prof/prodev.htm">http://www.mltweb.com/prof/prodev.htm</a></p>	<p><i>Professionals Develop Their Own Professional            Development Plan</i></p>
<p><u>Interview questions</u> M Taylor, C.P.M.  <a href="http://www.mltweb.com/prof/interview_questions.htm">http://www.mltweb.com/prof/interview_questions.htm</a></p>	<p><i>So you want to interview for that new job?</i></p>
<p><u>Establish Relationships</u> M Taylor, C.P.M.  <a href="http://www.mltweb.com/tools/buytrain/relate.htm">http://www.mltweb.com/tools/buytrain/relate.htm</a></p>	<p><i>Build a "resource library" of friends</i></p>
<p><u>Requisition a new job</u> M Taylor, C.P.M.  <a href="http://www.mltweb.com/tools/articles/requisition.htm">mltweb.com\tools\articles\requisition.htm</a></p>	<p><i>Apply job skills to your career</i></p>
<p>Networking ice-breakers</p> <ol style="list-style-type: none"> <li>1. Find a common thread(s)? What do you both do at work, problems you have to address, issues, working conditions, commodities, challenges, "opportunities"</li> <li>2. What background, fact, data element, suggestion can I share that might be helpful to the other person today or in the future?</li> <li>3. Do we might have a common interest, specialty or experience ?</li> <li>4. What is our next opportunity for us to stay in touch or communicate again?</li> </ol>	