

Networking



A way to build mutually beneficial
relationships with other people

Networking

Step-1: Recognize your existing
Network

Step-2: Identify your desired Network

Step-3: Grow the Network

Your Network

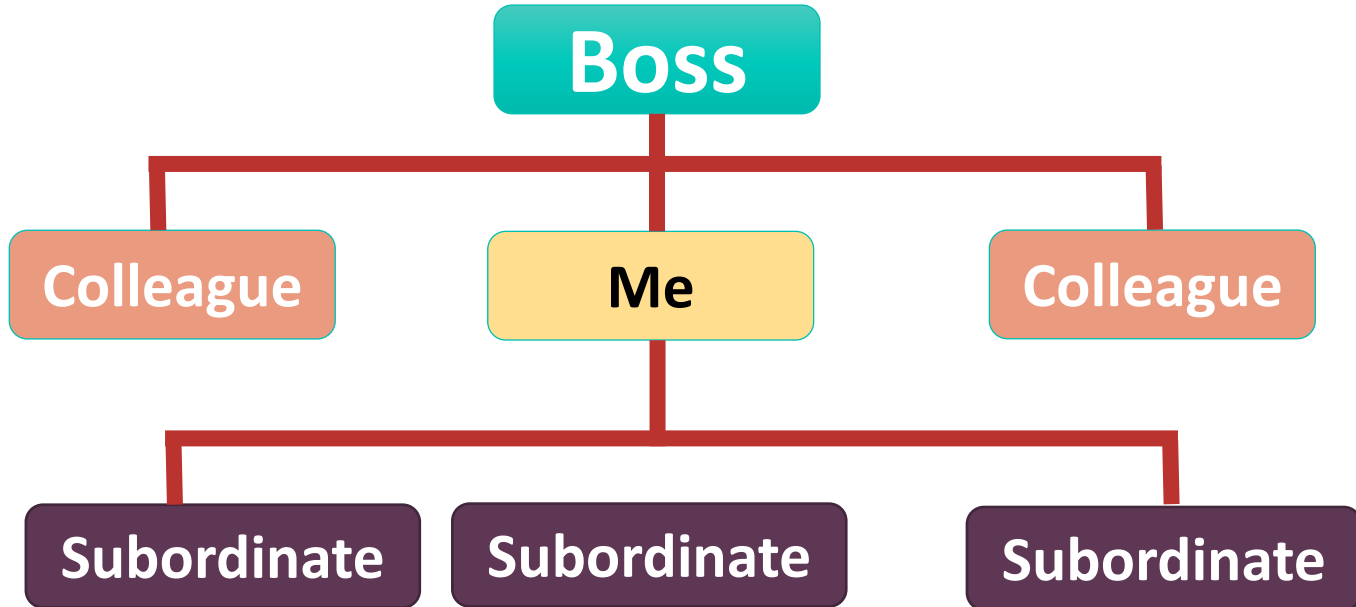




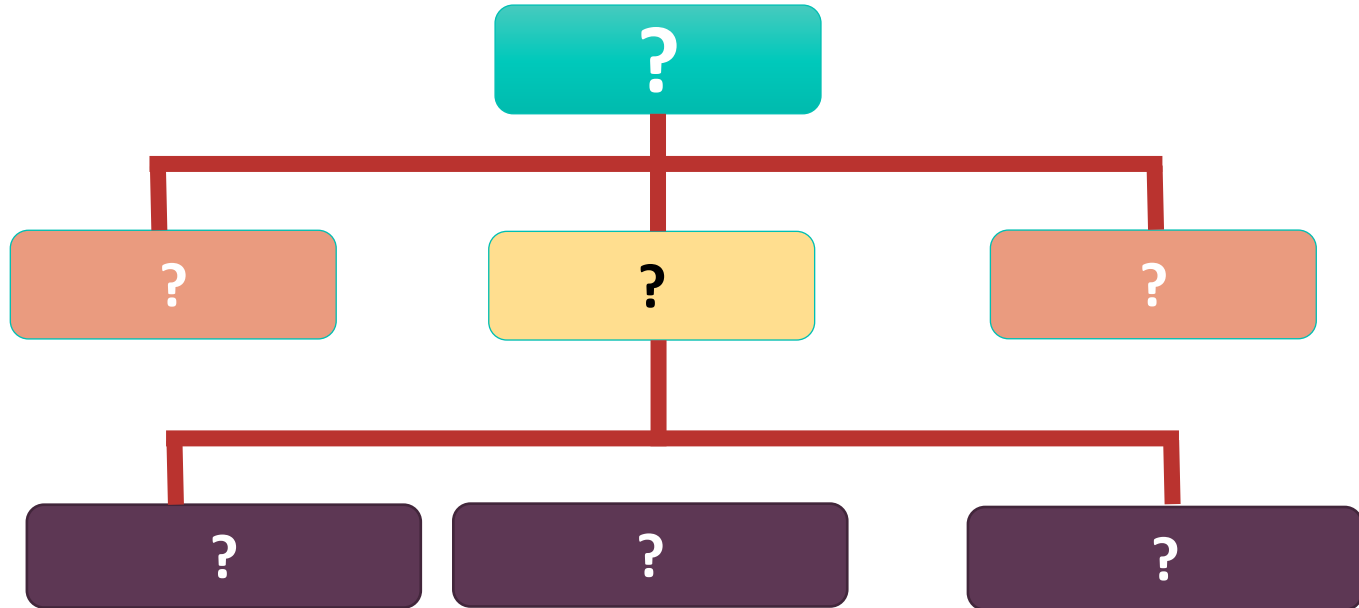
Step -1: Recognize your personal network

You are already part of a network

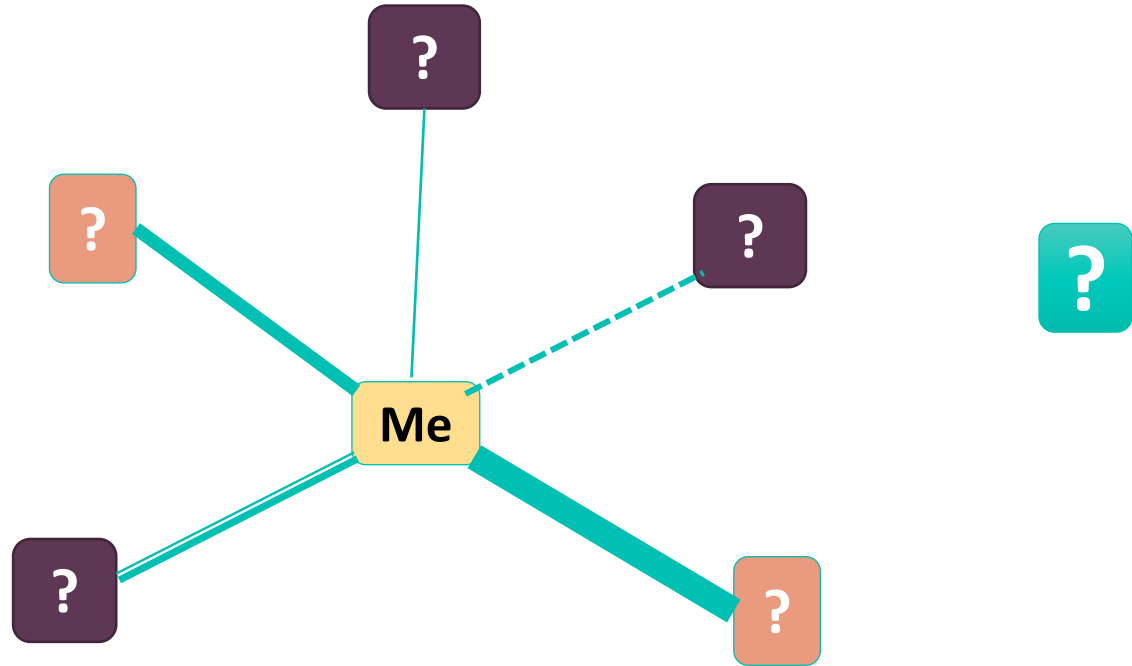
Formal Structured Network



Create your own Formal network



Personal Internal Network



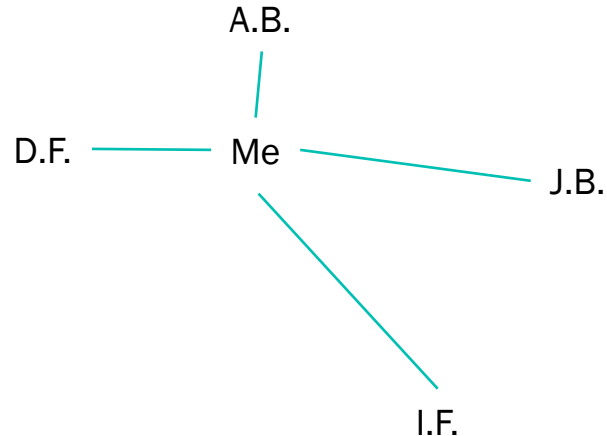
Internal Network

- From among your colleagues anywhere in the institution
- Write the names (or initials) of at least 5 people you would go to for expert advice about work issues.
 - Write the names of at least 5 people you would trust to discuss a sensitive work issue.
 - Write the names of at least 5 people you talk to on a regular basis about work.

Internal Network

Put your initial in the centre of a paper

Put the people on your list around you, indicating which are the closest/ strongest links.



Internal Network

Add to this, in a suitable place, if not already there:

- Your line manager
- Your PhD rep
- Doctoral school director
- People from School office
- Immediate colleagues
- Other significant figures in the institution

Connect to them with a line, **ONLY** if you talk to them regularly about work, seek expert advice or trust them with sensitive issues.

External Network

Add in a suitable place

- Your counterparts in other institutions
- Significant peers and colleagues elsewhere
- Contacts beyond HE that are relevant to HE
- Other significant Collaborators

Connect to them with a line, ONLY if you talk to them regularly about work, seek expert advice or trust them with sensitive issues.

Network - Look after your Links

- Would others connect you to their network?
- Which of these links is most important to you?
- Which of these would you like to strengthen?

Network - Look at your Gaps

- Which would you most like/need to link to your network?
- How would you go about linking to them?
- Are any of them inaccessible?
(Are there indirect links available?)


Your Network

Which parts of your network diagram do you think you should work on most urgently?

Your Network

- Look at your web and identify or add individuals who could or should view **YOU** as a role model.
- How do they use you?
- What do they need to learn from you?
- What do you do to inspire them?
- What can you do to grow and nurture their talent.

Networking



“using the personal relationships people have with one another to increase your exposure to information and opportunity”

Networking isn't...

- Immediately asking about a job
- Trying to get something from every encounter
 - ✓ It demands patience and care
- Maintenance free
 - ✓ You have to work at it

Your Networking Assets

Your initiative: Do you seek out ways to meet new people. Are you willing to take a risk to ask a question? Strike up a conversation?

Your confidence in being yourself

Your reputation: Do you follow through? Do others trust you? Be careful who and what you attach your name to.

What is your Purpose?

- To find out more about a career field or position?
- To create opportunities for employment?
- To develop a strategy to advance your career?
- To connect with other professionals in your field to share best practices or gain referrals?

How to draw people in?

- A great sense of humor
- Confidence
- Being approachable and non-threatening
- Smiling and eye contact
- Starting a conversation instead of waiting
- Good manners
- Respect cultural differences
- Sharing knowledge (but not a know-it-all)
- Not taking yourself too seriously
- Knowing how to end a conversation appropriately
- Genuinely listening to others

How to Start a Conversation

Open with any shared reality: The weather, This workshop, being a student at Sussex

Comment or ask about a prop: A picture, food, event, etc.

Use the introduction/question opening: “I’m a new member of this organization. What do you like best about ...?”

Making the Connection

- **Be prepared with a plan.**
 - What's your objective for the conversation?
 - What the other person expect from the interaction?
- **Know who you are talking to** – do some preliminary research
- **Craft a 30 second personal pitch with a purpose**
- **Be genuine, confident, and most of all, YOU!**

Give a Compliment

Identify what you are complimenting.

I really liked what you said about taking initiative.

Share what you specifically liked about it.

I thought you were very perceptive about why people often don't take initiative and the leader's role creating a value for that in their organization.

Give a Compliment

Share why you liked it

You've given me some ideas I can take back and use to help encourage others.

Summary

- Most vacancies filled by recommendation or referral
- The wider your network, more likely you are to find the right connections
- Reach out to personal networks
- Volunteer, get involved to meet new people
- Keep your contacts informed – your 1st job won't be your last (long term process)

Questions