

# Breaking into Tech Speed-Networking

Thursday, March 28th from 5:30-8:30 pm  
LinkedIn, 222 2nd Street, Floor 2, San Francisco



Take initiative and come prepared: It is extremely important to be well prepared, efficient and goal oriented. There is very little time for small talk in contrast to other networking sessions. Prepare yourself by setting goals and outcomes that allow you to deliver the message that you want to communicate.

**The speed networking sessions will place 3 job seekers together with one advisor. Each group will then have 12 minutes with advisors to connect and ask questions before switching to the next advisor, for a total of 5 sessions.**

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## PRE-EVENT PREP

### ELEVATOR SPEECH

- Prepare a 30-second elevator speech which summarizes key elements of your work and educational history as well as what you're thinking about regarding your future career path. Practice articulating this information in a smooth and succinct way. For more resources on writing your elevator pitch, see the links below.
  - [Essential Tips for Writing an Effective Elevator Pitch](#)
  - [Perfect Pitch: How to Nail Your Elevator Speech](#)

## BUSINESS CARDS

- Bring business cards to exchange during the round robin and bonus networking sessions with advisors and other participants to seek further opportunities for a one-on-one exchange. If you don't have a business card, connecting on LinkedIn will also work.

## Bring Your Resume

- HireClub is offering lightning resume reviews. Come with your printed resume or resume uploaded to <https://hireclub.com> ready to go and one of their career coaches will work 1-on-1 to review your resume.
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# NETWORKING ADVICE

## SAMPLE QUESTIONS *(we'll provide sample questions at the event as well)*

- What advice would you give to someone who is interested in your field?
- What areas of your industry will offer the greatest opportunity in the coming years?
- What skills are most critical to success in the work you are currently doing?
- What is the most challenging aspect of your current job?
- What would you suggest that I do now to facilitate a transition into your industry?
- After hearing about my background, how can I help you move forward with your career?
- For more sample questions, see the links below.
  - [Questions to Ask at the Informational Interview](#)
  - [21 Questions to Ask at Speed Networking Events](#)

## COMMUNICATION TIPS

- Show a genuine interest in your partners during the speed networking program to help you develop a solid rapport with other participants. Listen carefully to their introductions and send [nonverbal cues](#) that show you understand what they are saying.
  - Be honest and show respect – It is easy to get caught up in the “speed” element of the event and that comes at the expense of courtesy, which will actually end up wasting your time altogether. Who wants to do business with someone who isn't polite? Keep it simple and respect the advisor and the other job seekers.
  - Take notes – Jot down who it is you are talking with, the context as well as a summary of what is being said. Try to find common denominators and in which ways you can help the person in front of you, who amongst your contacts can be a good connection, which of your own goals can benefit from the other person's experience, contacts, and more. Getting this all down on paper can make the speed networking process a lot more fluid and help you identify new opportunities.
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# POST-EVENT

## FOLLOW UP

- Reach out to the contacts you received during the meeting. From right after the event to a couple of days later (the sooner the better), make sure to send an email, book a lunch, connect on LinkedIn, or place a quick phone call so that the person gets a more lasting impression of you and what you do. This shows professionalism as well as respect for the time the other person took to meet you. By revisiting your notes, it will be easier to recall details related to the goals of the other party.

