Networking Planner - Worksheet

# Description of a Networking Plan

Your mission is to identify people who can help you identify resources and opportunities, and who can help you make connections. Don’t be limited to people you know! Strangers are equally willing to help if you ask them for specific ways they can help.

If you are in [Job Search Master Class®,](http://courses.danamanciagli.com/) Module 1, Lesson 3 will guide you to create your Job Search Goal, so you now have a clear bull’s-eye for your job search.

Your next step is to outline a networking plan that will focus your efforts on the right people and events to achieve your goal.

# Steps for building a great Networking Plan:

1. List People You Know. Look at your Outlook Contacts, LinkedIn connections, your stacks of business cards, recent email communications, and separate them into the following categories:
* Current and Past Peers
* Current and Past Managers or Mentors
* Peers or Friends in Other Organizations
* Contacts from Industry Organizations
* Customers, Partners, and Competitors
1. List New People to Contact. These are people who can help fill gaps in the list of people you already know with complementary competencies and experiences. If you don’t know specific names, list the title or position type (venture capitalist, industry spokesperson, etc.). You need to meet people who work in the organizations that you’re interested in. Meeting them does not mean that they will hand you jobs; however, they may be able to give insight and advice, and possibly offer to meet with you.

# My Networking Plan

|  |  |  |
| --- | --- | --- |
| Networking Goal(Function, industries, target companies, cities, job titles) | People I Know(Those who could help you learn or grow in some way, point you to resources, introduce you to someone else, or mentor you) | New People to Find(Those with complementary competencies, experiences, can help fill in gaps, etc. Could be a title without a name.) |
|  | **Current and Past Peers** |  |
|  | **Friends and Family** |  |
|  | **Current and Past Managers or Mentors** |  |
|  | **Peers or Friends in Other Organizations** |  |
|  | **Contacts from Industry Organizations, Partners, Customers** |  |

For scripts and steps on how to make great connections, even with total strangers, there is an entire lesson dedicated to this inside [Job Search Master Class®](jsmccourse.com).

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