

## **Networking: Tips and Tricks**

*“Everything you want in life is a relationship away.”*

— *Idowu Koyenikan*

1. **Get “out of your way”** (ain’t nobody got time for doubting your contributions)
2. **You have something (many things) to offer!** Everyone has value, no matter your age, job title, degree status or experience
3. **Know your value** (know yourself)
  - What are your talents, strengths, skill sets, and who do you know?
4. **Ask, “How can I help you”?** “Do you need anything from me?”
5. **Follow up** (schedule when to send an email in Outlook as a reminder)
6. **When someone new is hired, email them and meet for coffee!**
  - Questions to ask:
    1. What did you do before UC Davis?
    2. What are your passions?
    3. What are your goals in your new position?
    4. How can I help you reach your goals?
    5. This is how you can help me:
  - No apologies for approaching anyone – if they didn’t want to talk to you, they wouldn’t!
  - People like to talk about themselves because it shows that someone cares and values them. Ask them one or two questions, and sometimes that’s all it takes!
7. **Who would I contact?**
  - Anyone you find interesting
  - Newly hired staff
  - Staff/faculty you read about in Dateline
  - Ask a colleague to introduce you/invite you to lunch
8. **Why?**
  - We all have the same goals!
  - To help someone else reach the same goals by connecting them with people you think can help without any designs for personal gain
9. **What about faculty?**
  - Yes, please do!
  - ...and....Networking within Student Affairs brings you closer to your professional goals! You wouldn’t be alone...
10. **“I’m just/only...”**
  - That’s an excuse – we all have value and something to offer
11. **“I’m shy/hate small talk”**
  - Legitimate!
  - And....sometimes small talk is necessary to get to the topics you want to discuss. Both parties need to feel at least a little bit of comfort before discussing topics in depth.
  - Start small – it can stay small, too.