



# SIUE Speednetworking



Tuesday, March 29, 2011  
6:00-8:00pm  
Meridian Ballroom – Morris University Center

## Alumni Volunteers – What To Expect

Thank you for taking the time to provide SIUE students the opportunity to practice this important professional skill. Even though you'll be modeling effective networking techniques for student attendees, we hope you will find this event useful for your own professional development, too.

Alumni will be grouped at tables of eight (you will receive this information when you check-in) and participants will rotate among alumni every 15 minutes. There will be time before and after the Speednetworking portion for you to networking with other alumni.

6:00-6:30pm – Volunteer Check-in and Networking Reception

6:30-6:45pm – Welcome Address

6:45-7:00pm – Speednetworking Round 1

7:00-7:15pm – Speednetworking Round 2

7:15-7:30pm – Speednetworking Round 3

7:30-7:45pm – Speednetworking Round 4

### **How to Make the Most of Speednetworking:**

- **Bring Plenty of Business Cards** – you will not only be networking with students but other alumni as well.
- **Elevator Speech** – Model an effective introduction – the “Elevator Speech” for students. Remember, you'll only have five minutes with each participant. Provide a snapshot of your professional background, experience and current work situation. Consider sharing the highlights of your career path during this brief introduction.
- **Ice Breakers** – Keep in mind that participants may be a bit nervous and unsure of themselves initially. You can help them ease into conversations by asking one or two questions about their field of study, career interests or where they're at with their career planning.
- **Questions** – Typical questions that students may ask you include:
  - ◆ Degrees and programs recommended for advancement within a specific field
  - ◆ Importance of internships opportunities
  - ◆ What you like/dislike about your work
  - ◆ Advice about graduate or professional school
- **Next Steps** – Consider helping a student or alumnus by reviewing his/her resume and suggesting edits. Offer to conduct a mock interview to help him or her gain confidence. Suggest or offer a visit to your company or organization. Please note that participants will be advised before the event that alumni volunteers are not participating in the event to recruit new employees – they are helping them practice networking skills.