



SIUE Speednetworking



Thursday, April 30, 2009
6:00-9:30pm
Conference Center – 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 students and alumni attendees, we hope you will find this event useful for your own professional development, too.

Alumni will be assigned to a table (you'll receive this information when you check-in) and participants will rotate among alumni every five minutes. There will be time before and after the Speednetworking portion for you to networking with other alumni.

6:00-6:30pm – Check-in, refreshments and mingle
6:30-7:00pm – Welcome and Keynote Speaker (Alumni volunteers receive instructions)
7:00-8:00pm – Speednetworking with Group 1
8:00-9:00pm – Speednetworking with Group 2
9:00-9:30pm – Conversation Wrap-Up

How to Make the Most of Speednetworking:

- **Bring Plenty of Business Cards** – you'll 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 big 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 alumna 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 participate in the event to recruit new employees – they are helping them practice networking skills.