

HALT Meeting 09/12/13

Housekeeping:

- Remember to send your “Thank you” notes to Dick Tantillo
- Be sure to alert us if you will be missing meetings (2 meeting limit)
- Email Morolake if you are interested in helping with PR
- Email Evan if you are interested in helping with Programming

Presenters: Mary Evans, David Bell and Janine Oliver

- Intro:
 - 1st students to receive access to MYHamilton connect—access to Hamilton Alumni & Parents
 - Reach out to career center: Career counselors, Peer advisors and peer presenters
- Deconstruction of Networking:
 - Networking is the art of developing & maintaining relationships
 - Evaluate motivations, goals, expectations and reasonableness of request before contacting alums
 - Primary rationale: career & job questions, advice
 - First email: requests/ expectations for a conversation

- Start formally
- Proof read
- Make the connection
- Keep it succinct
- Don't use "Hi, My name is" as a starter
- Briefly explain why you are reaching out—be specific
- Attach your resume
- Give them 2-3 weeks
- Catch their attention with a good subject head
- Be interesting!

➤ Information interview via phone/skype/in person –career center has spaces for this

- Be on time (early)
- Research the individual and their organization
- Dress for success and more
- Frame the convo
- Be wary of time
- Don't ask for an internship/job
- Ask for additional resources
- Goal = develop prof. relationship, send them an email follow up (24 hrs)

➤ My Hamilton

- Access by signing into your Hamilton account
- Enter by clicking the "Connect Tab" at the top
- Can Update profile

- Get connected tab: can add FB or LinkedIn groups
- Map me: Find alumni in the area
- Can opt-out participation