

# Creating connections throughout your career

Poojitha Durgamahanti (she/her)  
Workshop Facilitator, CCA



# Your Facilitator

- MAsc. in Mechanical and Mechatronics from University of Waterloo, Majors in Nanotechnology
- Background in supporting undergraduate students
- Travelling is my supercharged hobby!



# Land Acknowledgement

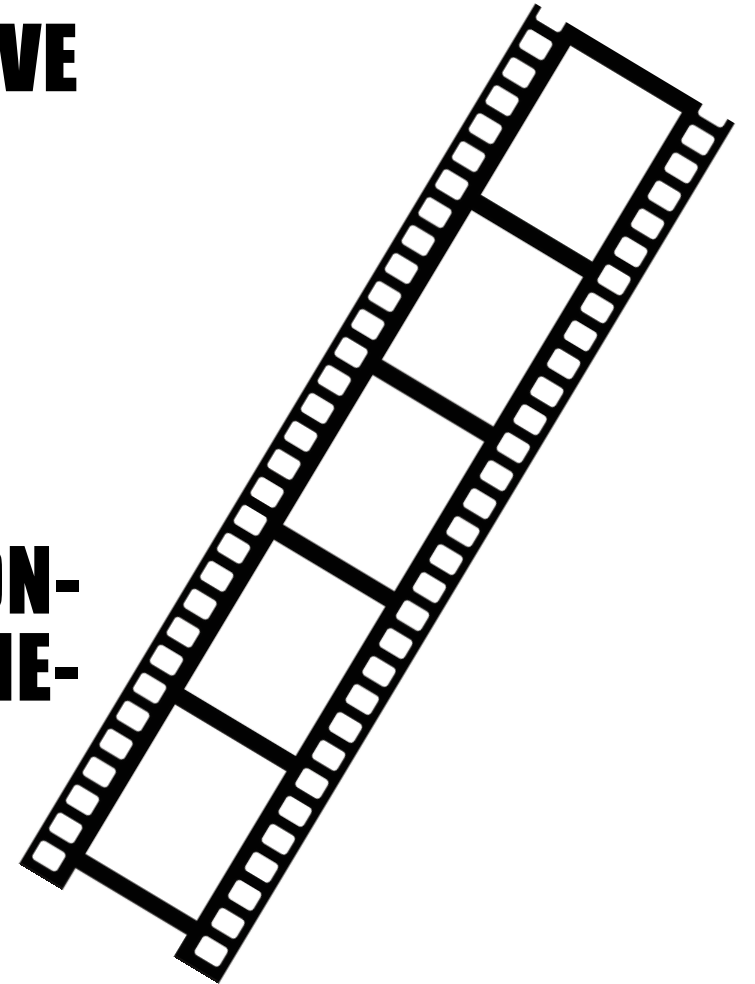
We respectfully acknowledge that we live and work on the traditional territory of the Neutral, Anishnaabeg, and Haudenosaunee peoples. The University of Waterloo is situated on the Haldimand Tract, land promised to Six Nations, which includes six miles on each side of the Grand River.

- Support O:se Kenhionhata:tie Landback camp: [https://www.landbackcamp.com/get\\_involved](https://www.landbackcamp.com/get_involved)
- Find out about UWaterloo Indigenous initiatives, events, and news through the Office of Indigenous relations: <https://uwaterloo.ca/indigenous>
- Learn more about the land on which you live and work on: <https://native-land.ca/> or <https://www.whose.land/en/>

**MISS SOMETHING OR YOUR INTERNET GAVE  
OUT? DON'T WORRY!**

**AN ASYNCHRONOUS VERSION OF THIS  
WORKSHOP IS AVAILABLE:**

**[HTTPS://UWATERLOO.CA/CAREER-ACTION-  
RESOURCES/GRADUATE-POSTDOC-ONLINE-  
WORKSHOPS](https://uwaterloo.ca/career-action-resources/graduate-postdoc-online-workshops)**



# Today, we will:



Discuss self-care strategies throughout work search



Define networking and articulate its importance to the work search process and personal well-being.



Learn about the 5 “steps” of networking and tips relevant to each step



Identify your personal approach to searching for work.



Determine potential next steps.

# HOW THIS WORKSHOP WILL WORK

- ✓ Use the chat at anytime to ask questions or make an observation. We are all for random interaction!
- ✓ Majority of activities reflection-based. Have a pen and paper ready, not just to take notes but to engage in some reflection.
- ✓ We'll have a break roughly halfway to get up and stretch.
- ✓ Q&A is at the end but always feel free to ask questions.

# **WHAT YOU HOPE TO LEARN ABOUT IN THIS WORKSHOP**

# **WORK SEARCH & SELF CARE**



# PRACTICE SELF-CARE DURING WORK SEARCH

- Make a list of 3 things you are grateful for (daily)
- Resist comparing yourself to others; create a sense of community
- Schedule time for yourself and allow yourself to take a break from applying/networking



# WHAT DOES “NETWORKING” MEAN TO YOU?

# WHY/HOW IS NETWORKING EFFECTIVE?

- ❖ Helps you learn more about your field
- ❖ Connects you with people within your field
- ❖ Creates a support network for you
- ❖ Helps with your own decision making process
- ❖ Helps to articulate your personal story
- ❖ Strengthens your reputation with potential employers
- ❖ Unlocks the hidden job market

# Five areas of job search



**Learn about  
yourself &  
your goals**



**Do your  
research**



**Prepare to  
network**



**Get talking!**



**Track your  
progress**

# STEP 1: REFLECTION

# Know Yourself & Your Career Goals

## Interests



What type of work are you interested in?

## Skills



What personal strengths & skills do you want peers and potential employers to know?

## Personality



What kind of environments, peer relationships, and leadership matter to you?

## Values



What values are you committed to in your career?

# REFLECT: SELF-ASSESSMENT

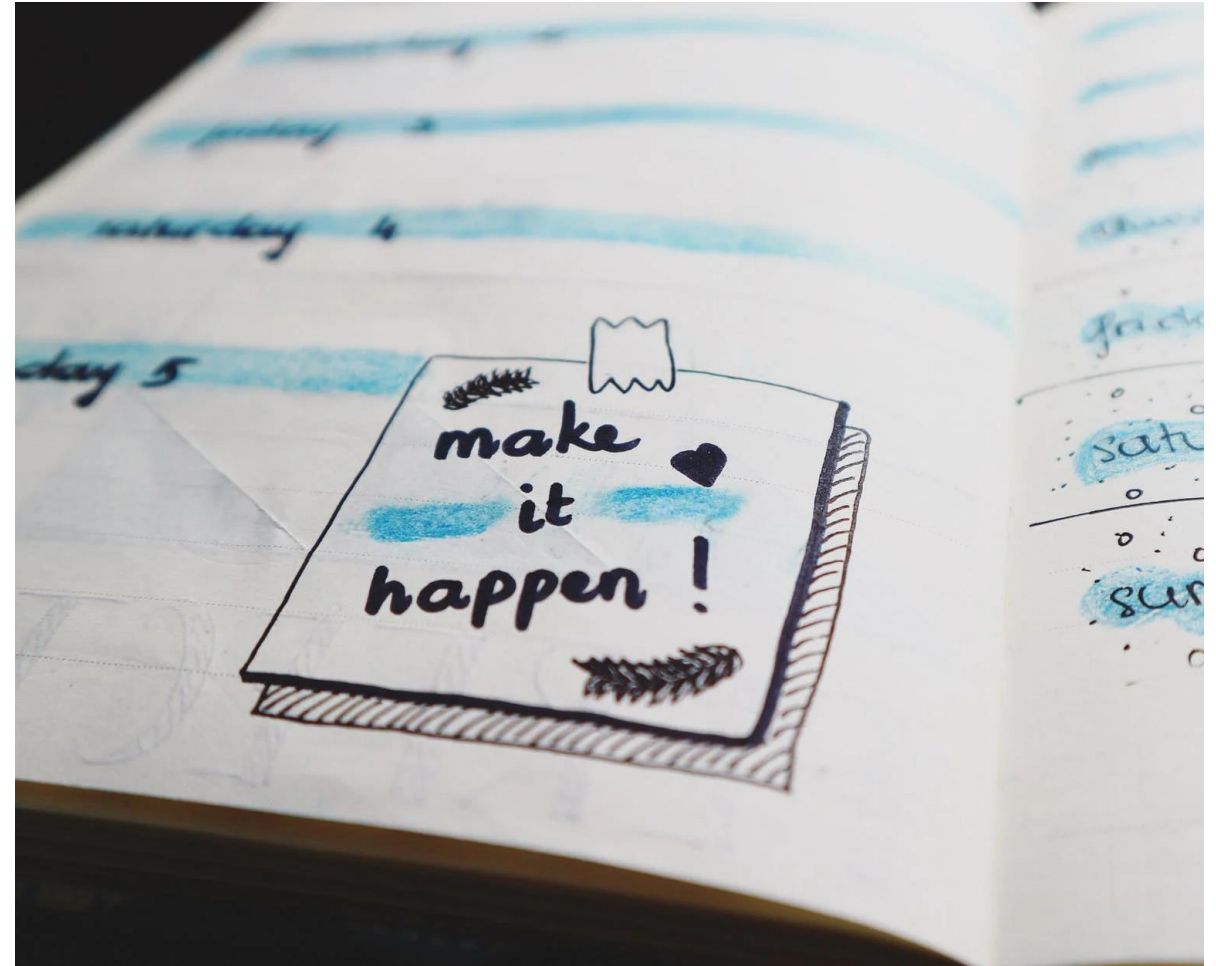
Self-assessment does not have to be a solitary activity. There are many resources available to help you:

- Attend appointments/workshops
- Consult family, friends, and your network
- Assessments ([Decision-Making](#) on CareerHub)
- Journaling
- Reading articles and books on career development

# REFLECT: GOAL SETTING

**Take 2 minutes:** Brainstorm and jot down your work search goals. You may use my guided prompts:

- 1) A summary statement of your values, interests, personality, and skills
- 2) Your goals based on the summary statement





# STEP 2: RESEARCH

# RESEARCH



- Research which companies are hiring within your field or related to your field
- What kinds of groups/associations/events do they take part in?
- Message connections to learn about their workplace
- Familiarize yourself with job ads, identifying skills, values, and other kinds of qualifications
- Stay up to date: Scan the news, LinkedIn, join online groups, & check social media daily

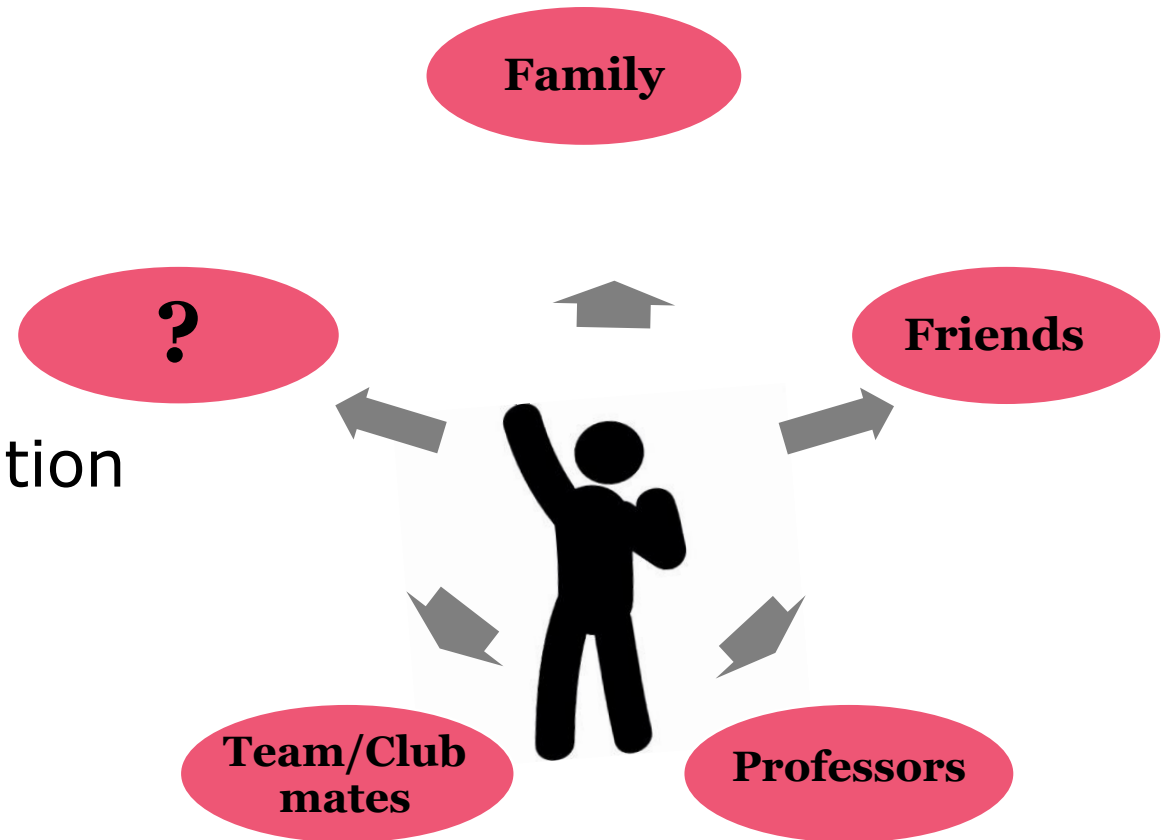
# **STEP 3: PREPARING TO NETWORK**

# Prepare to Network: Things that Might Come Up



# PREPARE TO NETWORK/CREATE CONNECTIONS

- ✓ Determine your audience
- ✓ Know your conversation options
- ✓ Prepare your documents
- ✓ Develop your goals for the conversation
- ✓ Prepare specific questions



# 5 CONTACT CHALLENGE

List 5 people you know that you will reach out to & why you'd want to reach out to them

# 5 MINUTE BREAK

Get up, dance, move around, grab a beverage 😊

# **EXPANDING YOUR CONNECTIONS**



# Find Events/Meetings

## Employer Information Sessions



REGISTER FOR  
**Employer Information Sessions via WaterlooWorks**

# Find Events/Meetings



[Start a new group](#)



## Hacking Health Waterloo Region

Kitchener, ON  
 1,296 members · Public group Organized by **Communitech** and 5 others

Share:

- [About](#)
- [Events](#)
- [Members](#)
- [Photos](#)
- [Discussions](#)
- [More](#)

[Join this group](#)



# Find Events/Meetings



[Start a new group](#) | [Log in](#) [Sign up](#)

COMMUNITTECH  
**Peer2Peer Groups**  
Job Seekers

## Job Seekers Connex P2P

Kitchener, ON  
 1,180 members · Private group Organized by Communittech and 4 others

Share:

[About](#) [Events](#) [Members](#) [Photos](#)

[Request to join](#)

# Find Events/Meetings

**Deloitte.**



**Careers at Deloitte**

Leave an impression that defines you.

Stay connected by joining our community!

Enter your email and tell us a bit about yourself, and we'll keep you informed about upcoming events and opportunities that match your interests.

E-mail address

Sign up now

Already a member? [Log-in](#)

# Ten Thousand Coffee: Find Alumni Tool



UWaterloo



Science and Business Mentorship Hub

Not a member



ENV Connect Cafe

Not a member



Faculty of Health Hub

Not a member



UWaterloo Arts Café

Not a member



SAF Community Café (Alumni, Upper Year Students)

Not a member



Waterloo Engineering Hub

Not a member

# LinkedIn: Find Alumni Tool

Home My Employer About Posts Jobs **Alumni** Events Videos

174,966 alumni

Search alumni by title, keyword or company

Start year  End year

< Previous Next >

Where they live + Add

Where they work + Add

# Select Networking groups on and off campus

- Bipoc Graduate Student Collective
- Black Faculty Collective
- Shatitshirotha', Indigenous Student Centre
- FemPhys
- W3+
- Women in Science
- Pride at Work Canada
- Canadian Black Scientist Network
- Canadian Association of Professionals with Disabilities
- North American Association of Asian Professionals
- South Asian Professional Networking Association
- National Society of Black Engineers
- Canadian Women in Communications and Technology

# **WHAT EVENTS OR GROUPS DO YOU KNOW OF THAT CAN EXPAND YOUR NETWORK?**



# **STEP 4: START TALKING/CONNECTING**

# CONDUCTING VIRTUAL INFORMATIONAL INTERVIEWS



Gather info about career paths and intentionally grow your network!

Conduct informational interviews with:

- People you know: professors, classmates, family, friends, past colleagues
- Employees at companies you'd like to work for (via alumni search or via referrals from people you know)
- Employers (this is easier if there is an alumni or an employee connection)

# What to Ask in an Informational Interview



- ❖ About their background/career path
- ❖ About their day-to-day job
- ❖ About work culture
- ❖ About their recommendations for you

\*\*Is there anyone else you'd recommend that I talk to?\*

# CONNECT WITH SOMEONE YOU DO NOT KNOW

- 1) How you know them:** did they take a class with you, co-worker, in same group, attend a talk/info session, referred to you, someone you admire?
- 2) Why you want to connect:** building your network, following for inspiration, link to someone else
- 3) Call to action:** do you just want to connect, do you want to meet them, do you want them to share advice with you

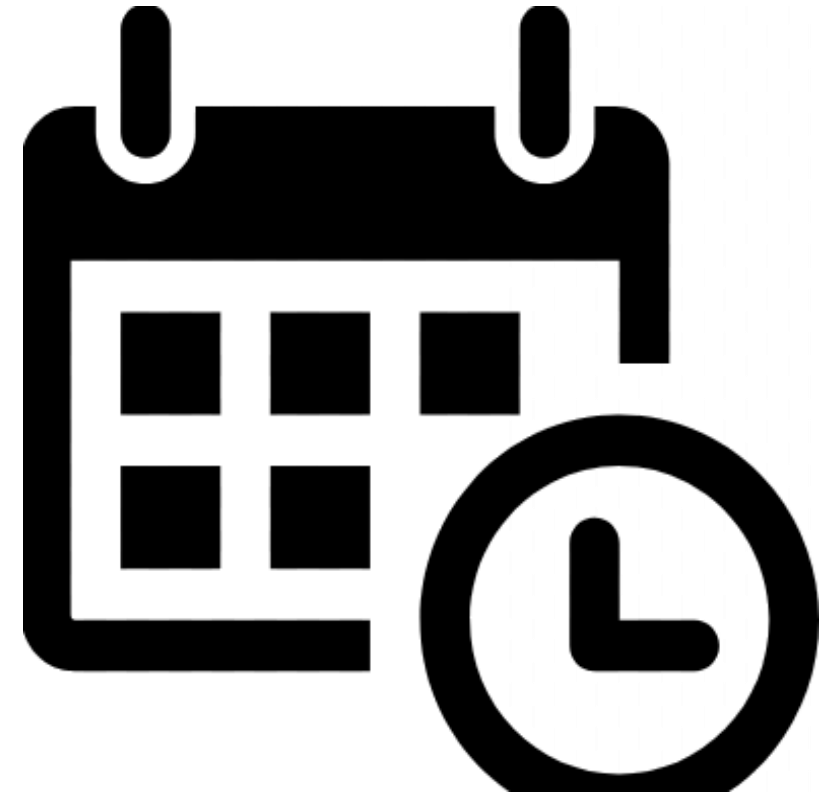
- Keri Twigg, "How to write to people you don't know (but want to) on LinkedIn"

# **STEP 5: TRACKING YOUR PROGRESS**

And additional resources

# Step 5: Track your progress

- ❖ **Create a database to track your progress + stay organized.**
  - ✓ Select a tracking system (e.g., Excel)
  - ✓ Record names, companies, department, addresses, phone numbers, emails, dates, and notes on every conversation.
- ❖ **Create a work schedule with clear goals and deadlines.**
- ❖ **Stay connected - continue having conversations! Ideas for this?**



# What have we accomplished?



What have you accomplished already?



What next step(s) will you take to get you closer to your work search and networking goals?



Jot these down in a notebook

**ANY QUESTIONS?**



# UNIVERSITY OF WATERLOO



**Thank you!**