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## Librarian Speed Networking

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# Expand your network with speed networking

Based on the popular speed dating format, you are invited to participate in this fun, simple way to connect with other librarians.

## How this will work

1. Take a seat in any group and work on your introduction. We've provided a template here, but feel free to make it your own.
2. The first round starts with the ringing of a bell, and each person gets 90 seconds for their pitch (you can use the timer provided to keep track). Then, you should have a little time to continue the conversation. Don't forget to take notes.
3. At the sound of the bell, the round ends, and you get to move to the next group or person (or they come to you).
4. Repeat.

**To get started, you'll need a short introductory pitch** in which you will introduce yourself, state your affiliation, and your goal for attending the networking session.\*

Hello. My name is \_\_\_\_\_ . I am \_\_\_\_\_  
*Name Title/ affiliation*

at \_\_\_\_\_ . I am here today  
*Organization*

because \_\_\_\_\_  
*Reason for attending session. (You may use one of the prompts below as a guideline.)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

I would welcome any \_\_\_\_\_ on this matter. I may be  
*Thoughts/ advice/ questions*

contacted by \_\_\_\_\_.  
*Preferred contact method: phone, email, twitter, etc. At this point you may wish to pass out your business cards.*

Thank you for your time. I look forward to hearing from you.

**\*Here are a few prompts that you may use to indicate your goals for the networking session.**

- A recent professional accomplishment
  - Launched a new program
  - Successfully completed a new project
  
- A professional challenge you need help with
  - Advice on implementing a task with limited staffing and/or funding
  - Recommendations or feedback on new software, vendors, or professional services
  - Seeking ideas on innovative programming
  - Inquires about best practices or benchmarks
  
- Your professional development or career goals
  - Improve soft skills such as public speaking or listening
  - Seeking new employment opportunities
  - Guidance on continuing education

### **Tips for success**

- Get your introductory pitch ready (and keep refining).
- Keep it memorable and concise.
- Prepare to speak and listen. Remember networking is a two way street.
- Be respectful. Even if person's experience doesn't seem relevant, you never know where a conversation may lead.
- Have your business cards ready.
- Don't be afraid to take notes and follow up with someone you meet
- Continue the conversation during the rest of the meeting and beyond!

### **Questions?**

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