

## Networking Action Plan

**Directions:** Fill in your Networking Tree Worksheet first. Use your Networking Tree to make a list of the people you need to contact. Write these names in each box. As you contact each person, fill in all of the information in that box.

**My goal is to contact all of the people in my network by (date):** \_\_\_\_\_

1. **Name of contact:** \_\_\_\_\_

2. **Date contacted:** \_\_\_\_\_

3. **My method of contact:** *(circle one)*

Email | Phone | Face to Face | Social Media

4. **Result: Can they connect me to a job opportunity?** *(circle one)*

Yes | No | Maybe

5. If **yes** or **maybe**, what is the job opportunity? \_\_\_\_\_

6. What do I need to do to follow up on this opportunity? *(check one)*

\_\_\_\_ Make a phone call.

\_\_\_\_ Send an email.

\_\_\_\_ Pick up an application.

\_\_\_\_ Apply online.

\_\_\_\_ Other: \_\_\_\_\_

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