Networking/ Informational Conversations/Brainstorming
The “2-Minute Drill” – for Graduate Students

Introduction

I am a Ph.D. candidate at the UW-Madison – (College of.../Department of..) I’m currently exploring opportunities outside of academia related to my skills & interests.

Take the Pressure Off: “I don’t expect you to know of an opening, but I appreciate the chance to chat and brainstorm with you.” Let me share a brief overview of my background...

Background

• My studies have included (area of study/ coursework):

• Some interesting projects or academic activities have included:

• I have also been involved with: (organizations, positions held, etc.):

• I’ve been pleased to have been able to: (describe responsibilities/ accomplishments/ transferable skills & abilities - name any leadership roles, achievements)

• Other work/internship/volunteer leadership/ field study experience during my university years have included:

What looking for:

• Again, currently, I’m exploring...

• What would be your advice? Who else should I talk with?

Agenda for Networking Conversation/Meeting

• Establish Rapport
• Take Pressure Off
• State your purpose (2-Minute Drill)
• Ask Questions
• Get referrals