

Please note that this program is free and open to everyone regardless of membership status.

Program Details

Topic: Networking and Relationship Building Skills for Your Career

Date: 19 November 2013

Time: 5:00 GMT

Speaker: Robert Hellman

Register <http://www.media-server.com/m/p/67dpfhpn>

Establishing a solid network is critically important to a professional career these days. From providing you information to introductions, your network is a key tool in any job search and is absolutely essential for transitions that take your career in any kind of new direction. You must invest in building your network before you need to use it and this webinar will teach you practical strategies and specific techniques for doing so, including:

- How to get meetings by contacting people directly who you don't know.
- Seven features to include in an email that will get you the meetings you want.
- How to structure a networking meeting.
- Specific verbiage and phrases you should use in your communications.
- Strategies for maintaining relationships with your network contacts.
- How to use your network effectively.

About the speaker

Robert Hellmann is a certified *Five O'Clock Club* senior career and executive coach and is an adjunct professor of career management at New York University.

Please send Desi Allevalo (desiree.allevalo@cfainstitute.org) any questions relating to the upcoming program.

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