

HOW TO BECOME A NETWORKING NINJA CHECKLIST

- Be clear about what image & values you want to represent
- Audit social media - Google yourself
- Have a decent profile picture (you don't have to spend a fortune)
- Set up/improve your LinkedIn profile (there is a lesson in the Jobseekers toolkit)
- Have a standout (hook) profile statement
- Start building your contacts with people you know
- Research & follow companies you admire
- Get out and meet people - say yes to as much as you can
- Add any volunteering or charitable work to your LinkedIn
- Ask employers/peers to give recommendations and endorsements
- Develop an elevator statement to help when meeting people
- Include education, achievements and certification
- Don't underestimate Instagram to show case yourself (great for chefs)
- Post appropriate pictures to show your personality
- Don't be scared to ask advice from industry leaders
- Watch 3 questions in 3 minutes on the @mjinspire You Tube channel for tips
- Volunteering is a great way to build skills and network
- Ask friends, neighbours and relatives about jobs
- Be optimistic no one wants to connect with a negative nelly
- Look at other people's profiles to get examples of best practice
- Get out of your comfort zone and just try, you'll be surprised

Don't forget to visit the free Jobseekers Toolkit online learning at mjinspire.com