

Strategies for networking

Sample Informational Interview Initial Email Request:

Hello [name of individual your reaching out to]

My name is [your name], I am a student at El Camino College seeking to learn more about [major or occupation]. I was referred to you by [explain how you came across their contact] and found your background in [explain what about their background caught your attention] quite interesting and wanted to ask if you are available for a 30 minute meeting to ask you some questions about your field.

Thank you for your time,

[your name]

Come prepared with a list of 5-10 open-ended questions: Here are several examples

- How did you get into this field?
- What was your education and career journey like?
- What does a typical work day look like for you?
- What do you enjoy about your job?
- What are some of the challenges you face on the job?
- What are some common career pathways in this field?
- What kinds of accomplishments, skills, and experience tend to be valued and rewarded in this field?
- What types of experience should I secure to be skilled/competitive for this field?
- What advice do you have for someone who wants to pursue your career?
- Where should I look for opportunities that will assist me to learn?



El Camino College

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