

## **Description**

You've worked hard to get to where you are today, and you probably had some help along the way. Tapping into an active network of contacts helps you get the information you need to keep up your momentum. As part of a network, you also have the opportunity to help co-workers and others reach their goals.

## **Objectives**

After your training program, the trainees should be able to:

- Discuss the benefits of developing a network of contacts.
- Identify sources of networking contacts.
- Outline networking methods.

## **Audience**

People who reach (or want to reach) a level of responsibility where they take on difficult projects, manage employees, bring in new business, develop new products, or otherwise play an active role in the growth of the organization will benefit from developing networking skills. Their network of contacts will help them find the information they need to keep up with changes and trends in the industry.

## **Requirements**

There is no regulatory requirement for employers to provide training in networking skills. However, employees with established networks benefit the employer by being more efficient at getting things done. Providing training on networking is a good practice to help employees hone their networking skills.