



Networking Tips & Tricks

Cornell AKPsi

Agenda



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Researching brothers

The first step is to learn more about our brothers and figure out who you want to reach out to. Our [website](#) is the best resources for this.

Make a list of the people that you share **personal** or **professional interests** with – these are often the best starting points. Also, note down brothers that you think can best answer your questions, for instance, reach out to the VP of Membership if you have questions about our recruitment process.



Reaching out

Once you know who you are going to reach out to, keep these things in mind when drafting your email:

Establish a connection

- Mention the reason you are reaching out using the research you just did
- Be **genuine**, it comes across even in an email and helps set you apart from others

List your availability

- Make a bulleted list of your availability over the next few days with clear dates and times
- This makes scheduling a coffee chat much easier; you'll find an example on the next slide

Be responsive

- Don't be the person that takes forever to respond – keep an eye out for replies and **communicate** if you need to reschedule

Sample email



AKPsi Coffee Chat Request

Hello (Brother's Name),

I hope your week is going well! My name is (your name), a sophomore/junior (your major) interested in rushing AKPsi this semester. While on the AKPsi website, I noticed we (make a connection based on shared personal or professional interests). I would love to meet (in person or on Zoom) and learn more about your experiences in AKPsi.

I am available during the following times:

Monday, September 5: 11:30 a.m. - 3:00 p.m. and 4:30 p.m - 7:30 p.m.

Tuesday, September 6: 9:30 a.m. - 11:00 a.m. and 1:30 pm - 5:30 p.m.

Wednesday, September 7: 2:30 p.m. - 6:30 p.m.

Thursday, September 8: 10:00 a.m. - 1:00 p.m.

Friday, September 9: 3:30 p.m. - 6:00 p.m.

Please let me know if any of these times work for you and I look forward to speaking with you.

Best,

(Your Name)



The coffee chat

The location: If you are meeting in person, plan for a location on campus or in Collegetown. If you are meeting online, find a quiet location with good internet connection and a solid background. The perfect space is anywhere that both you and the brother can be fully present in the call, with no external distractions.

The conversation: Come prepared with questions, and feel free to ask anything you're truly curious about. This is in no way an interview - you can feel comfortable being yourself and getting to know the brother. After the conversation, send an email thanking the brother for their time, and continue reaching out to others.



And that's it!

In sum – be curious,
be responsive,
and be you.

If you have any questions, feel free to
reach out to eb756@cornell.edu