

# Building Your Network

Reflect (record in pencil if possible) on how your day went today

Date / Time

List the names of people in each category below. Then follow the steps below to expand/extend your network.

1. Peers

2. Boss

3. Boss's Boss

4. Staff

5. Executives

6. Your Counterparts In Other Parts Of The Organization

7. Experts In The Political Environment Of The Organization

8. The People You Admire At Work

9. The People Making Decisions About Your Career



## Questions (answer these for each of the people you listed on page one)

1. What concerns or breakdowns can I alleviate for this person?

2. What information, support or guidance can I offer to this person?

3. In what other ways can I support this person?

### PART 2

Make a list of people at work who can be part of your network of support. Use the questions that follow to prompt your thinking. Keep your eyes open for new people to include.

1. What concerns/breakdowns do I currently have that someone can support me in?

2. What concerns/breakdowns do I anticipate having that someone can support me in?

3. What input, information or guidance would make my current work easier? My future clearer?

4. Whose actions don't I understand? Who could shed light on them for me?

5. What future decision/policy would I like to know about in advance? Who could help me with this?

