LEWIS & CLARK COLLEGE CAREER NETWORK

WHAT IS THE LEWIS & CLARK COLLEGE CAREER NETWORK (L&C Net)?

L&C Net is a group of alumni and parents who have volunteered to act as career "experts" to L&C students and alumni in transition. Hosted as a private group on LinkedIn, members live in locations throughout the United States and abroad, and represent a cross-section of industries and professional careers.

L&C Net is an informational resource and guidelines are in place to assist you in building relationships with alumni and parent volunteers.

JOINING L&C NET

As an active student of Lewis & Clark College, you have access to the L&C Net. All users must first complete a user agreement. Upon completion of the user agreement, you will receive information with instructions on how to join the L&C Net group as part your LinkedIn account. To proceed, please complete the confidentiality user agreement on our website at go.lclark.edu/lcnet/student.

NETWORKING TIPS

Networking is one of the best ways to learn about potential professions and organizations. Check out our Informational Interviewing handout for more information about how to network effectively.

LINKEDIN PROFILE (students.linkedin.com & www.linkedin.com)

LinkedIn is the world's largest professional network and it continues to grow rapidly. LinkedIn connects you to your trusted contacts and helps you exchange knowledge, ideas, and opportunities with a broader network of professionals. To get started in building your LinkedIn profile, you will find a full tutorial and step-by-step instructions at: https://university.linkedin.com/linkedin-for-students.

LinkedIn offers you the opportunity to:

- Establish your professional profile
  LinkedIn profiles rise to the top of search results, letting you control the first impression people get when searching for you online. The more you complete your profile, the more professional and prepared you will appear to potential connections, recruiters, and future employers.
- Summarize goals and highlight skills
  By summarizing your professional experience and goals, you allow others to quickly learn about who you are and what you do or want to do. Include your best skills and talents in your profile and ask your connections to endorse them.
- Get advice
  Pose questions to those in L&C Net and request informational interviews to gain knowledge about industries, navigating career paths, and preparing for graduate school and/or other future endeavors.
- Find experts and ideas
  LinkedIn search lets you explore the broader network by name, title, company, location, and other keywords that will help you find the knowledge you're looking for.
- Explore opportunities
  With a powerful search engine, company research tools and a jobs board that shows who you know at listed companies, LinkedIn is a great resource to learn about new opportunities.
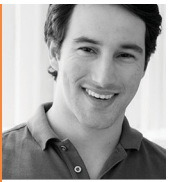
LinkedIn Profile Checklist

PHOTO: It doesn't have to be fancy - just use your cellphone camera in front of a plain background. Wear a nice shirt and don't forget to smile!

HEADLINE: Tell people what you're excited about now and the cool things you want to do in the future.

SUMMARY: Describe what motivates you, what you're skilled at, and what's next.

EXPERIENCE: List the jobs you held, even if they were part-time, along with what you accomplished at each. Even include photos and videos from your work.

ORGANIZATIONS: Have you joined any clubs at school or outside? Be sure to describe what you did with each organization.

Search for people, jobs, companies, and more...   Advanced

David Xiao
Econ Major and Aspiring Financial Analyst
San Francisco Bay Area | Financial Services

Previous   Berkeley Ventures
Education   University of California, Berkeley

Improve your profile   Edit Profile

153 connections

www.linkedin.com/in/davidxiao/   Contact Info

Background

Summary

I'm a senior at Berkeley, starting to look for roles in the financial industry. As an economics major, I'm fascinated by the invisible forces that shape our world. Why does one company succeed and another fail? Is it possible to predict which idea will be the next big thing?

As such, I've taken lots of microeconomics coursework and have interned with a local venture capital firm. And now I'd like to put that experience to good use, analyzing tomorrow's up-and-coming companies.

Experience

Venture Capital Internship   BERKELEY VENTURES
Berkeley Ventures
May 2013 – September 2013 (5 months) | Berkeley, CA

Conducted research on 20 startup companies and presented my findings to the fund's board, leading to a new $1.5 million investment.

INTRODUCTION TO VENTURE CAPITAL
David Xiao

A presentation I gave to my classmates, based on what I learned at Berkeley Ventures

Organizations

Berkeley A Capella
Lead Singer
March 2012 – Present

Schedule and perform at events for one of Berkeley's oldest a cappella groups, including last year's Cal-Stanford game.

EDUCATION: Starting with college, list all the educational experiences you've had - including summer programs.

VOLUNTEER EXPERIENCE & CAUSES: Even if you weren't paid for a job, be sure to list it. Admissions officers and employers often see volunteer experience as just as valuable as paid work.

SKILLS & EXPERTISE: Add at least 5 key skills - and then your connections can endorse you for the things you're best at.

HONORS & AWARDS: If you earned a prize in or out of school, don't be shy. Let the world know about it!

COURSES: List the classes that show off the skills and interests you're most excited about.

PROJECTS: Whether you led a team assignment in school or built an app on your own, talk about what you did and how you did it.

RECOMMENDATIONS: Ask managers, professors, or classmates who've worked with you closely to write a recommendation. This gives extra credibility to your strengths and skills.

Education

University of California, Berkeley
Economics, B.A.
2010 – 2014 (expected)

Volunteer Experience & Causes

Big Buddy
Skyline High School
September 2012 – May 2013 (9 months) | Education

Mentored an Oakland high school student through the college application process, helping him get into his dream school.

Skills & Expertise

Most endorsed for...

12	Economics
11	Start-ups
10	Due Diligence
10	Venture Capital
10	Management

Honors & Awards

The Achievement Award Program
UC Berkeley

Four-year scholarship awarded to community-minded students with a proven track record of academic success.

Courses

University of California, Berkeley

- Microeconomic Theory (Econ 101A)
- International Monetary Economics (182)
- Public Economics (230A)

Projects

Venture Capital Financing in India

May 2013

For our international Monetary Economics course, Paul and I decided to study the emerging venture capital industry in India. By looking at data from the World Bank, we were able to understand the challenges and opportunities facing this nascent sector. And we developed a series of recommendations for overcoming these challenges, which we delivered to our professor in a final term paper.

5 team members

David Xiao
Econ Major and Aspiring Financial Anal...

Paul Smith
Student at UC Berkeley

Recommendations

Received (2) ▾

Venture Capital Internship
Berkeley Ventures

Tim Lee
Partner

" David spent the summer with us at Berkeley Ventures and made an immediate impact. He showed us a brand new technique for firm analysis that he had just learned in school and came through with recommendations that opened our eyes to a unique set of opportunities.

We don't normally hire undergrads as interns but after working with David, we will again!

November 13, 2013, Tim managed

LinkedIn™

Building a Great Student Profile

Showcase your experience and professional interests on LinkedIn!

1

Write an informative profile headline.

Your headline is a short, memorable professional slogan. For example, "Honors student seeking marketing position." Check out the profiles of students and recent alumni you admire for ideas.

2

Pick an appropriate photo.

LinkedIn isn't Facebook. Upload a high-quality photo (your profile will be 7x more likely to be viewed) of you alone, professionally dressed. No party shots, cartoon avatars, or puppy pics!

3

Show off your education.

Include all your schools, major(s) and minor, courses, and study abroad or summer programs. Don't be shy — LinkedIn is an appropriate place to show off your GPA, test scores, and honors or awards.

4

Develop a professional Summary.

Your Summary statement is like the first few paragraphs of your best-written cover letter — concise and confident about your qualifications and goals. Include relevant work and extracurriculars.

5

Fill "Skills & Expertise" with keywords.

This section is the place to include keywords and phrases that recruiters search for. Find relevant ones in job listings that appeal to you and profiles of people who have the kinds of roles you want.
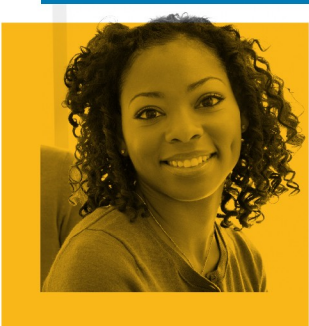
6

Update your status regularly.

Posting updates helps you stay on your network's radar and build your professional image. Mention your projects, professional books or articles, or events you're attending. Many recruiters read your feed!

7

Show your connectedness.

Groups you join appear at the bottom of your profile. Joining some shows that you want to engage in professional communities and learn the lingo. Start with your university and industry groups.

8

Collect diverse recommendations.

The best profiles have at least one recommendation for each position a person has held. Recruiters are most impressed by recommendations from people who have directly managed you.

9

Claim your unique LinkedIn URL.

To increase the professional results that appear when people search for you online, set your LinkedIn profile to "public" and create a unique URL (e.g., www.linkedin.com/in/JohnSmith).

10

Share your work.

You can also add actual examples of your writing, design work, or other accomplishments on your profile, where you can share rich media or documents. What better way to sell your skills than to show employers exactly what you can produce?

Linked in ™

Get a Great Profile.

Get going at **www.linkedin.com**