Identify Your Contacts

Worksheet

Integrating Innovative Employment & Economic Stability Strategies Into TANF Programs

TANF Works!

BUILDING SOCIAL CAPITAL

Use this resource to identify quick and easy ways to organize your own social capital. Now, a job can be at your fingertips through friends. Utilize this tool to reach your network and land the right job!

THREE STEPS FOR USING YOUR SOCIAL CAPITAL

Step 1: Identify your contacts
Complete your list of 30. Remember, your friends want to help you, so let them.

Step 2: Determine the best way to contact each person
Are they social media or face-to-face friends? Do they prefer texts or phone calls?

Step 3: Create an action plan to reach out
Develop a schedule to reach out to all 30 of your contacts

List 30 people, groups, businesses or organizations that you can get in touch with by phone, email, social media or a face-to-face meeting. The more people who know you are looking for a job and the kind of position you are seeking, the better your odds are of finding the right job!

INCLUDE CONTACTS FROM EACH OF THESE AREAS:

- Phone Feedback
- Facebook
- Friends and Family
- Neighbors
- Former or Current Coworkers and Supervisors
- Vocational Schools and Colleges
- Social Groups and Clubs
  (Including internet sites/online groups)
- Professional Associations and Memberships
  (Including internet sites/online groups)
- Children's Contacts
  (PTA, Little League, Scouts, other parents)

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Name	Contact Information
	☐ In-person ☐ Call ☐ Text ☐ Facebook ☐ Email
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