NETWORKING OUTREACH & THANK YOU TEMPLATES

REQUESTING AN INTRODUCTION FROM SOMEONE IN YOUR NETWORK

Hi _____,

I hope you're doing well! As you know, I'm finishing up my DS4A Fellowship, where I'm learning key skills to help me transition to a role in data science. Right now I'm exploring consulting as a possible fit for my next role, and am eager to learn more about the industry. I see you're connected with ___ on LinkedIn, would you feel comfortable making an introduction for me? I'd love to speak to them about their path into consulting. If there's anyone else you know that you'd recommend I talk to, I would really appreciate the chance to speak with them.

Thank you so much!

PROFESSIONAL CONTACT

Hi ____,

This is Rachel, we were able to connect briefly at the Women in Data Science tech talk last month. I hope you're doing well!

You may recall that I mentioned I'm participating in a Data Science for All Fellowship, where I'm hoping to leverage my background in software engineering into a role in data science. I'm about halfway through the program and starting to explore my next steps. I would love it if you have twenty minutes to connect sometime in the next few weeks. I am curious to hear about the culture at ____ (company name) and your path into the industry as I transition into the field. I'm free Wednesdays 9-12pm, Thursdays 3-5pm, and Fridays all day.

Thank you so much for your consideration, I hope to speak with you soon!

COLD OUTREACH

Hi ____,

Thanks for accepting my connection request on LinkedIn!

I see from your profile you've had a really exciting career with an interesting path into data analytics. I'm currently looking to make a similar transition, and am participating in a Fellowship with Data Science for All to enhance my technical skills. I would love to speak with you about your journey from psychology into data analytics, and hear any advice you might have for someone making this leap. I'm free Wednesdays 9-12pm, Thursdays 3-5pm, and Fridays all day for a twenty minute call if you would be open to it.

Thank you so much for your consideration, I hope to speak with you soon!

THANK YOU

Dear _____,

Thank you so much for taking the time to meet with me today. It was exciting to hear the details of how you made the transition from life sciences to data analytics, and how your company is using data in innovative ways.

I'm looking forward to reading the article you suggested, and will reach out to your contact at ____ (company) later today - thank you for the introduction! I will keep you updated as my job search continues, and please don't hesitate to reach out if anything you think might be helpful comes to mind, or if you come across any roles you think might be a good fit. It means a lot that you have been so generous with your time to help someone new to the field.

Thanks again!