

Stepping up to Consultant - Resource

Building and Leveraging Networks to Support your Transition to Consultant

This worksheet is designed to assist you to map and classify your existing contacts, enabling you to identify key individuals who can support your career growth.

By systematically categorising your contacts, you can develop a strategic action plan to strengthen relationships, expand your network, and enhance your visibility within the medical community in line with your personal goals.

This worksheet includes sections for personal, professional, academic, industry, and online contacts, along with an action plan and follow-up strategies.

After completing this exercise, and in-line with your personal goals, identify a couple of existing network contacts who you think might be able to assist you work towards your goals. Prioritise these connections, and the actions you have identified.

You should also be able to identify some gaps in your professional network that you can work to fill.

Consider the following categories of network contacts and complete the table below this list.

Category of Contact	Examples of how they can help	Examples of actions you can take
Family and Friends	Provide emotional support, share job leads, offer advice based on their own experiences	Reconnect, discuss career goals, seek their input on opportunities
Mentors & Advisors	Offer career guidance, mentorship, job referrals, and introductions to their network.	Schedule regular check-ins, seek advice on career moves, and ask for introductions.
Supervisors and Senior Consultants	Provide job opportunities, write recommendations, and offer career advancement advice.	Maintain a professional relationship, seek feedback on your work, and express interest in career growth.
Peers	Share job openings, collaborate on projects, and provide recommendations.	Engage in professional discussions, collaborate on research or projects, and stay updated on their career moves.
Academics and Research Collaborators	Provide research opportunities, academic positions, share research findings, provide recommendations and career advice.	Engage in research projects, seek academic positions, seek joint projects, and ask for career guidance.
Health Service Administrators	Provide information on job openings, offer administrative	Build relationships, seek advice on administrative processes,

support, and share insights on healthcare management.

and stay updated on job opportunities.

Professional On-line contacts (generally through LinkedIN), On-Line forums and Professional Associations

Share job postings, industry news, and professional advice.

Provide a platform for professional discussions, share job leads, and offer support.

Actively participate in discussions, share your expertise, and connect with professionals in your field.

Join relevant groups, participate in discussions, and network with group members.

1. Complete this table by listing your current connections, their role, how they can help you and any actions you should be taking. We've provided two examples to help you get started.

Contact Name	Role	How they can help	Action Plan
Dr Jane Smith	Mentor	Career advice, job referrals, sounding board	Schedule monthly check-ins, seek advice on opportunities
Dr Emily Brown	Senior Consultant, previous supervisor	Provide introductions to senior members of staff, act as referee	Keep in touch. Formally request as referee. Share career goals.

2. Which network contacts do you need to reconnect with or strengthen relationships with? Which of these actions should you prioritise over the next 6 months?

- 3. Can you think of any potential contacts that you could reach out to expand your network? Are there any opportunities over the coming months that you can utilise to expand your network, such as attending conferences or networking events.**

By using this worksheet, you can systematically map and leverage your network to support your role as a consultant. This proactive approach will help you build stronger relationships, stay informed about advancements in your field, and enhance your professional growth.

Over the next few weeks, we will publish further articles focussing on practical skills such as establishing a LinkedIn profile for professional branding and then how to best utilise LinkedIn for networking.