

# Networking Goals Planner

A strategic approach to building your internal network

Year: \_\_\_\_\_



# Why Intentional Networking Matters

Random coffee chats are valuable. Intentional networking is transformative.

This planner helps you think strategically about the relationships you want to build within your firm. Instead of leaving connections to chance, you'll identify specific goals, target relationships, and measure your progress.

## . The Power of "Weak Ties"

Research consistently shows that career opportunities and fresh ideas come more often from "weak ties"—acquaintances you don't see frequently—than from close colleagues. Your practice group already knows about opportunities in your area. It's the Tax partner you met for coffee who tells you about the client looking for someone with your skills.

## . What This Planner Will Help You Do

- Identify gaps in your current network (offices, practice areas, seniority levels)
- Set specific, achievable quarterly goals
- Track your progress over the year
- Reflect on which connections proved most valuable
- Build a more resilient, opportunity-rich professional network

# Current State Assessment

Understand your network before expanding it

## . Your Existing Network

List 10 colleagues you've had meaningful conversations with in the past 6 months:

Name	Office	Practice	Level	Close?
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

## . Network Gaps Analysis

Looking at your list above, check the boxes for categories you're underrepresented in:

- ☐ Different office locations
- ☐ Different practice groups
- ☐ Senior lawyers (partners, senior counsel)
- ☐ Junior lawyers (associates, trainees)
- ☐ Business services (marketing, HR, finance)
- ☐

Lateral hires (joined in last 2 years)

# Quarterly Networking Goals

## Q1

Primary Goal: \_\_\_\_\_

Target # of new connections: \_\_\_\_\_

Specific people I want to meet: \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

End-of-quarter reflection: \_\_\_\_\_

\_\_\_\_\_

## Q2

Primary Goal: \_\_\_\_\_

Target # of new connections: \_\_\_\_\_

Specific people I want to meet: \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

End-of-quarter reflection: \_\_\_\_\_

\_\_\_\_\_

Q3

Primary Goal: \_\_\_\_\_

Target # of new connections: \_\_\_\_\_

Specific people I want to meet: \_\_\_\_\_

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

End-of-quarter reflection: \_\_\_\_\_  
\_\_\_\_\_

Q4

Primary Goal: \_\_\_\_\_

Target # of new connections: \_\_\_\_\_

Specific people I want to meet: \_\_\_\_\_

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

End-of-quarter reflection: \_\_\_\_\_  
\_\_\_\_\_

# Year-End Review

## . Connections Made This Year

Total new meaningful connections: \_\_\_\_\_

Three connections that proved most valuable:

1. Name: \_\_\_\_\_ Why valuable: \_\_\_\_\_

2. Name: \_\_\_\_\_ Why valuable: \_\_\_\_\_

3. Name: \_\_\_\_\_ Why valuable: \_\_\_\_\_

## . Unexpected Outcomes

Did any coffee chats lead to unexpected opportunities, collaborations, or insights?

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## . Next Year's Focus

Based on this year's experience, what will you prioritize next year?

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