Elevator Pitch Resources:

**Examples of soft skills:**

|  |  |  |  |
| --- | --- | --- | --- |
| Good communicator | Self-motivated | Work well with others | Skilled in leadership |
| Responsible | Punctual | Good attitude | Strong problem-solver |
| Active listener | Can plan projects | Mature | Skilled in public speaking |

**Examples of hard skills:**

|  |  |  |
| --- | --- | --- |
| Microsoft Word | Power Point | Excel |
| Google Docs | HTML or web coding | Math skills |
| Carpentry skills | Trained in first aid | Able to pick up 50-pound objects |

**Call to action examples:**

“I would love to speak to you about being a potential mentor, if you have time.”

“I’d like to follow up with you about how I can get involved in and conduct summer research.”

“Can you tell me how you decided on [this] career?”

“Are you available for a phone call to discuss my career goals?”

**Example student elevator pitches:**

“I’m Ella, and I’m currently an individual contributor at XYZ company running the social media accounts. I use Google Analytics to analyze and improve content performance, and my personal TikTok has XXX followers. I’m looking to move to a leadership role at a mid to large-size company where I can mentor others. Are you available to set up an informational interview to discuss my goals?”

-From Harvard Career Services

“I’m Mike and I’m a sophomore at XYZ university. When I was a kid, I really wanted to communicate with animals, which is partly why I’m majoring in zoology. I’m not sure what career is best suited for me. Can you tell me how you ended up in yours?”

-From Harvard Career Services