Search Strategies using the Harvard Chan Alumni Database:

1. Be sure to use both abbreviations and full names in the Organization Name Search Field. For example, use Contains and search using multiple possibilities such as “CDC” and “Centers,” NIH and National; WHO and World, etc.

2. Broaden your search by looking up one criteria at a time; for example, look up Field of Practice or Business Country without selecting a degree.

3. Use fewer words and titles to get more results. For example, if you are looking for hospital administrators in New York City; in Organization Name Search type: “hospital” and in City field type: “New York”.

4. Search just for ASK Mentors. These are alumni that have identified themselves as being available to answer questions for students. At the top of the Directory Search there’s a drop down menu that asks “Search ASK Mentors” – check Yes. State your request such as, “as you are listed as an ASK mentor on the Harvard Chan database I was wondering if you could offer some advice…”

5. If the alumna/us does not respond to you after a few weeks, try again. Keep your email brief but specific.

6. Use LinkedIn. Using the Advance Search criteria in LinkedIn will help you find alumni by organization name, business title, or school. Do you and the alumnus share a connection? Reach out to those shared connections to ask for an email introduction.

7. Join the Harvard T.H. Chan School of Public Health LinkedIn group to expand your network.

8. Take your list of alumni to faculty. Do they know anyone on the list? See if you can get an introduction that way.