



## CROWN ALUMNI OPPORTUNITIES NETWORK

*\*Alumni seeking opportunities and leaders seeking help*

Dear friend,

Crown College counts it an honor to recommend our alumni to churches, schools, and businesses. We trust that our alumni will prayerfully seek the will of God in their employment opportunities, and that they will be used by the Lord to make a difference in their places of service. In effort to assist both alumni seeking positions and leaders seeking to hire our alumni, we have organized a group in the online platform, LinkedIn, to enable employers and potential employees to find one another. Please follow instructions below to participate:



1. If you are not already a member of LinkedIn, join the platform at [www.linkedin.com](http://www.linkedin.com) and set up your profile.
2. From your LinkedIn home page, search for and find the group entitled *Crown Alumni Opportunities Network*.
3. Request to join the *Crown Alumni Opportunities Network* group. Your request will be reviewed, and you will receive access to the group within two business days.
4. Once you are admitted to the group...
  - a. If you a leader seeking to hire, you may *create a post* to share information about the available position. (Please be sure to follow the group guidelines regarding posts. See “About this group” section.) Your submission will be reviewed and then posted. Job openings will remain posted for up to four months.
  - b. If you are an alumnus seeking opportunities, you may either *create a post* to share information about yourself and what position you are seeking, or simply *view the openings* listed. It is advisable to check the group often as new postings may appear each week.
5. If you are interested in communicating with either an alumnus or a leader seeking to hire, please contact that person directly through LinkedIn messaging or through contact information provided in posts. Crown College manages the group but does not contact potential employers or employees on behalf of one another. All contacts should be made person-to-person, rather than through the college office.