Creating the Perfect Introduction
AI-Powered Cheat Sheet Using Clay Hebert's Formula
"I + HELP + PEOPLE + ACHIEVE + RESULT"

Purpose: Create a clear, engaging, and memorable introduction that sparks conversation, builds rapport, and positions you for opportunities. Use AI to craft a personalized, results-driven introduction.

Clay Hebert's Formula

- **I + Help + People + Achieve**
  - **I** → Who you are
  - **Help** → What you do
  - **People** → Who you serve
  - **Achieve** → The results or value you create

Example:
"I help nonprofit leaders increase volunteer engagement so they can make a bigger impact in their communities."

Step 1: Fill in Your Details

Example: Field	Example	Your Info
Who You Are	"I'm a Senior Program Specialist"	
Who You Help / Audience (People)	"Job seekers and workforce programs"	
What You Do / How You Help	"Connect them to resources and plan job search strategies"	
Result / Value You Create (Achieve)	"So they can successfully launch their careers."	
Optional Personal Hook	"In my free time, I organize community projects; it keeps me creative and energized."	
Optional Career Pivot Statement	"I'm currently transitioning into [NEW FIELD/ROLE] and leveraging my experience in [TRANSFERABLE SKILLS] to [VALUE YOU BRING]"	

Field	Your Information
Who You Are	
Who You Help / Audience (People)	
What You Do / How You Help	
Result / Value You Create (Achieve)	
Optional Personal Hook	
Optional Career Pivot Statement	

Step 2: Plug into This AI Prompt

Using the details below, generate 3–5 polished, conversational networking introductions (30–45 seconds) using Clay Hebert's formula: I + Help + People + Achieve. End each version with a question to engage the listener, like "How about you? What do you do?"

Details:
- Who I am: [INSERT WHO YOU ARE]
- Who I help / People: [INSERT WHO YOU HELP]
- What I do / How I help: [INSERT WHAT YOU DO]
- Result / Value / Achieve: [INSERT RESULT YOU CREATE]
- Optional personal hook: [INSERT PERSONAL HOOK]
- Optional career pivot statement: [INSERT CAREER PIVOT STATEMENT]

Examples:

Standard Networking Version:

"I'm a Senior Program Specialist. I help job seekers connect to resources and plan their job search strategies so they can successfully launch their careers. In my free time, I organize community projects—it keeps me creative and energized. How about you? What do you do?"

Career Pivot Version:

"I'm a Senior Program Specialist transitioning into Human Resources. I help job seekers connect to resources and plan their job search strategies, and I'm leveraging my experience in program management and stakeholder engagement to support HR teams in building stronger employee programs. How about you?"

Another Pivot Example:

"I'm currently moving into project management from workforce development. I help teams streamline processes and implement strategies that increase efficiency and impact. I love mentoring young professionals in my free time—it keeps me energized. What about you?"

Tips for Career Pivoters

1. Highlight transferable skills from your previous roles.
2. Keep it forward-focused, emphasizing the value you bring to the new field.
3. Optional personal hook helps humanize and make your intro memorable.
4. Practice multiple variations depending on the audience; some may only need the pivot line briefly.

Tips for Maximum Impact

1. Generate multiple versions for different settings:
   - Professional networking events: Emphasize your role, achievements, and career pivot (if relevant).
   - Casual/family gatherings: Simplify and focus on relatable results and personal interests.
   - Social or virtual networking: Keep it short, friendly, and conversational.
2. Highlight transferable skills if you're pivoting careers.
3. Optional personal hook adds authenticity and memorability.
4. Practice aloud to ensure smooth, confident delivery.
5. Keep a few ready-to-use variations in your back pocket—you never know which setting or audience you'll encounter.
6. Always review AI-generated answers for accuracy and authenticity.

AI Privacy Best Practices:

DON'T provide personally identifiable information (PII), sensitive data, proprietary information - anything you wouldn't want to be shared publicly.

DON'T provide anyone else's personal information, such as your personal or professional references.

DON'T upload files to be analyzed or improved, as they may contain metadata with personal information. Instead, copy and paste just the content that is necessary to form your prompts.