Dear Employer,

The University of Central Florida (UCF) Career Services team is truly thankful for your continued support and engagement during these unique times. Our fall 2020 recruiting events and activities will be held virtually. Virtual engagement will allow you to extend your reach and connect with qualified UCF students and alumni.

In this email you will find:

- Recruitment Consultation
- Fall 2020 Career Readiness Month+
- Instagram Takeovers
- Hiring Hours+
- Prep with a Pro+
- Fall 2-Day Virtual Career Expo
- Virtual Education Career Fair
- Calendar of Events
- Digital Recruiting Strategies using Handshake
- “On-Campus” Virtual Interviews+
- Employer Sponsorship Programs

+Denotes events that are free of charge

Recruitment Consultation

Our employer relations team is available to help you connect with qualified students! We are happy to discuss strategies to help with your recruitment efforts.
Fall 2020 Career Readiness Month

During the month of **September (1st – 28th)**, Career Services will be hosting a series of virtual programs and activities to help prepare our students for recruiting events and Career Expo.

You can assist by participating in virtual resume reviews and/or mock interviews. Please contact **Shirley Haberjan, shirley.haberjan@ucf.edu**, to express interest. Additional details with dates/times will be shared with those employers who inquire.

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New: Instagram Takeovers

Connect with students via Career Services’ Instagram account on **#TakeoverTuesday**.

View our guidelines at [bitly.com/CStakeover](https://bitly.com/CStakeover).

Contact **Doris Alcivar, doris.alcivar@ucf.edu**, for additional information.
Hiring Hour

Employers, go beyond Information Sessions!

UCF Career Services introduces Hiring Hours as a new, innovative way for employers to engage with students in a virtual setting.

Details:
Build your brand awareness by introducing your company to many students.

Each employer will be given 10 minutes to present company opportunities.

No cost to participate, however space is limited.

This series will be promoted to students and faculty via targeted digital marketing.

Events:

Sales & Management Training
September 15th | 11AM-12PM

Careers in Finance & Accounting
September 24th | 4PM-5PM

Technical Careers (Engineering & Computer Science/IT)
October 21st | 11AM-12PM

Health Related Professions
November 19th | 4PM-5PM

To sign up contact: doris.alcivar@ucf.edu
Facilitate a **virtual** workshop open to students of **ALL** majors!

These workshops allow UCF students to learn about your organization and a relevant career or professional development topic such as:

- From College to Career
- Impressing the Recruiter
- You Have the Job, Now What?
- What to do With Your First Paycheck

To express interest in being a facilitator, please contact **Jessie Thomas, jessica.thomas@ucf.edu.**
Career Expo

This 2-day event will be held on September 29, 2020 (Non-technical) and September 30th (Technical) from 10:00 a.m. to 4:00 p.m. Virtual fairs attracts students and alumni seeking part-time, full-time and professional positions.

Day 1: Non-Technical: Employers recruiting for students in the areas of marketing, sales, accounting, education, healthcare, medical, hospitality, manufacturing/distribution/sales, real estate/insurance, social science communication and other non-technical careers.

Day 2: Technical: Employers recruiting for students in the areas of engineering, computer science, programming, chemistry, physics and other STEM careers.

Register! Direct your questions to csevents@ucf.edu. Your registration includes:

✓ Unlimited virtual rooms with video platform
✓ Unlimited representatives
✓ Customizable line management

Virtual Education Career Fair

The Education Career Fair will be held on November 13, time TBD. This event provides organizations looking to recruit educators with the opportunity to connect with candidates interested in the field of education. If you have any questions or would like to participate, please contact Gian-Karlo Alvarez, gian-karlo.alvarez@ucf.edu.
<table>
<thead>
<tr>
<th>DATE</th>
<th>ACTIVITY/EVENT</th>
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<tr>
<td>August 10</td>
<td>Virtual Interviewing Begins</td>
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<td>August 24</td>
<td>First Day of Classes for Fall Semester</td>
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<td>September 7</td>
<td>Labor Day (UCF Closed)</td>
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<tr>
<td>September 1—25</td>
<td>*Career Readiness Month</td>
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<td>September 22</td>
<td>Virtual Internship Fair</td>
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<td>September 29</td>
<td>* Virtual Career Expo: Day 1: Non-Technical</td>
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<td>September 30</td>
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<td>October 14</td>
<td>Virtual Graduate and Professional School Fair</td>
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<td>October 19 – 23</td>
<td>Homecoming Week</td>
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<td>November 11</td>
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<td>November 13</td>
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<td>December 7 – 12</td>
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<td>December 18 – 19</td>
<td>Commencement</td>
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* Denotes Employer Partnership Opportunities

As of 7/15/20. Dates are subject to change
Make the most out of your Handshake account by connecting with our students and alumni. Connect via phone, Google Meet, Skype, Teams, Zoom and/or other virtual platforms. Contact your college liaison for assistance.

**Recruit using Handshake**

Post part-time, full-time, internships, fellowships, and co-op opportunities plus schedule job interviews on this convenient platform. Follow these strategies to increase your organization’s visibility.

- Complete your employer profile by adding social media links, public contact information, and highlight values your employees love & share in your employer brand
- Conduct virtual interviews
- List your virtual events in Handshake: By listing your event we can help you promote it, it will also enable you to track RSVPs as students sign up and follow up with them after. You can promote Q&As, office hours, employee panels, and career related workshops. Tip, in your event mention how your company is responding to the current environment
- Post a job that "allows remote workers" as students can search specifically for these position

**On-Campus” Virtual Interviews**

**Our fall 2020 on campus interview season begins on August 10.** Use Handshake’s virtual interviewing feature for a seamless interviewing experience. Simply post your job, then create a virtual interview schedule that works for you. Handshake will send email reminders to you and the interviewee.

Post your interview schedule in Handshake by following these steps:

1. Go to your Handshake account
2. Select date, request interview. You will receive confirmation within 1-3 business days

Please contact Shirley Haberjan, shirley.haberjan@ucf.edu, for questions regarding virtual room reservations. Learn about our interview options.
We have all been impacted by Covid-19 to some degree, but it is well-known that colleges and universities have been hit especially hard during this time. If your organization is able to contribute financially, the sponsorship program has various levels and a myriad of one-time programs. View the UCF Employer Sponsorship Programs options.

Participation in the UCF Career Services employer sponsorship program is a great way to increase your visibility with students while supporting our efforts to prepare students for life after UCF. Sponsorships enable us to offer valuable programs and innovative career services to equip students for employment.

**Employer benefits:**

- Elevate brand awareness
- Engage with students
- Increase student career readiness
- Strengthen relationship with Career Services

Reach out to Doris Alcivar, doris.alcivar@ucf.edu, with questions or for more information.

Remember, our employer relations liaisons are available to help you customize your recruiting strategies.

Visit this link if you have questions about your Handshake account.

Thank you for your continued efforts in supporting UCF students!

Employer Relations
csrecruit@ucf.edu | csel.ucf.edu