



Susan Barber <sbarber@cnu.edu>

Wed. Internships & Summer Jobs Fair Requests

1 message

Announcement-Do Not Reply

Mon, Mar 16, 2015 at 5:17

<announcement@cnu.edu>

PM

To: faculty@cnu.edu, employees <employees@cnu.edu>

Greetings from the Center for Career Planning,

We are welcoming 67 recruiting organizations for our first ever Internships & Summer Jobs Fair on Wednesday, March 18 from 12 p.m. to 2:30 p.m. I have 2 requests related to this exciting new venture.

1. Would you encourage students with whom you interact to attend the Internships & Summer Jobs Fair?

Internships & Summer Jobs Fair (Mar. 18)

Wednesday, March 18

12 p.m. to 2:30 p.m.

DSU Ballroom

60+ organizations participating

Professional dress is required

Explore the [Profile Book](#) and learn more about which positions/programs the organizations have available.

Organizations represented will be offering internships (for summer and for fall), summer and part-time jobs, and even full-time jobs.

2. Would you walk through the fair yourself to welcome our recruiters, or if you would prefer a more formal role, would you able to volunteer at the Internships & Summer Jobs Fair?

Recruiters love to speak with faculty and staff. You know our students, and recruiters are happy to share information with you knowing that you will share it back out with the students with whom you interact. If you have 30 minutes to an hour, consider walking through the fair and introducing yourself. You can find out more details about the organizations participating in the [Profile Book](#).

If you prefer a more formal volunteer role, I am looking for that as well. It takes about 40 people working 60-90 minute time slots to ensure the day runs smoothly.

Student Check In (Assist students in signing in, making names tags and orient them to the fair).

Volunteer Shifts:

Wednesday, March 18

11:45 a.m. to 1:30 p.m.

1:30 p.m. to 2:30 p.m.

Respond to this email or sign up here: <http://doodle.com/b65rf86cr46bimh9>

Roaming Career Fair Mentor

You'll be assigned a group of recruiters to check on during your shift. Introduce yourself, see how the fair is going from their perspective. Bring them water if they need it. You can also look for students who are not engaging with organizations, talk to them about their interests, and walk students up to recruiters to help students get the conversations started.

Volunteer Shifts:

Wednesday, March 18

12 p.m. to 1p.m.

12:30 p.m to 1:30 p.m

1:00 p.m. to 2:00 p.m.

1:30 to 2:30 p.m.

Respond to this email or sign up here: <http://doodle.com/b65rf86cr46bimh9>

Thanks for your most excellent support.

Happy day!

Libby

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Libby Westley

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Like our CNU Center for Career Planning page on Facebook and connect

with me on Linked In!

You Get Jobs By Talking to People: Start with the CNU Center for Career Planning