Career & Internship Festival

Job Fest Prep
Agenda

Understanding the Platform
• How to register
• Group Sessions versus 1:1 appointments

Prior to the Fair
• Who will be there?
• Your top companies
• What to prepare

At the Fair
• Communication with employers
• Your 60 second pitch
JOB FEST
Exclusively Online
11:30am-2pm
Tuesday, 2/23 – Service Careers
Thursday, 2/25 – Business Session

MOCK JOB FEST (practice)
Thursday, 2/18 11:30am – 1pm
Have you Registered on Handshake?
Explore the Virtual Fair Portal on HANDSHAKE
Find events

Virtual career fair

Mock JOB FEST: 2/18/21 Practice
Thu February 18, 2021
Virtual

2021 JOB FEST: Service Careers Session
Tue February 23, 2021
Virtual

2021 JOB FEST: Business Session
Thu February 25, 2021
Virtual

Your schedule

Feb 18
Virtual
Mock JOB FEST: 2/18/21 Practice
11:30am - 1:00pm PST
Schedule sessions →

Feb 23
Virtual
2021 JOB FEST: Service Careers Session
11:30am - 2:00pm PST
Schedule sessions →

Feb 25
Virtual
2021 JOB FEST: Business Session
11:30am - 2:00pm PST
Schedule sessions →
Tuesday, 2/23 – Service Careers

45 Companies Attending

Thursday, 2/25 – Business Session

20 Companies Attending
2021 JOB FEST: Service Careers Session

Tue, Feb 23, 11:30am - 2:00pm PST
You’re registered! What’s next?

Sign up for sessions

View available group and 1:1 sessions with employers you’re interested in. Sign up before they fill up!
2021 JOB FEST: Service Careers Session

Tue, Feb 23, 11:30am - 2:00pm PST
Who We Are
A family-owned, world-class portfolio of brands. A global network that spans across more than 90 countries. Some 80,000 dedicated team members sharing common values. And more than 1.5 million vehicles taking our customers wherever they need to go. Any way you measure it, we’ve become a leader in the transportation service industry. How did we get here? By taking care of our customers, our communities and our employees – and staying true to our mission.

Our Mission
To be the best transportation service provider in the world. To exceed our customers’ expectations for service, quality and value. To provide our employees with a great place to work. To serve our communities as a committed corporate citizen.

Individual session • 5 open sessions
One on One with Enterprise Holdings →

Group session • 11:30am - 12:00pm
Opportunities at Enterprise →

Group session • 1:00pm - 1:30pm
Enterprise Opportunities →
1 on 1 session

1 on 1 with Enterprise Holdings

Casey Porter
Talent Acquisition Manager - San Francisco

12:40pm PST 12:50pm PST 1:30pm PST
1:40pm PST 1:50pm PST

Enterprise Holdings
St. Louis, MO

careers.enterprise.com

Confirm
Your sessions

Progress Foundation
Progress Foundation: Mental Health & Social Rehab
11:30am - 12:00pm

U.S. Department of State
One on One
12:10pm - 12:20pm

826 Valencia
Amplify Youth Voices with 826 Valencia!
1:30pm - 2:00pm
Available sessions

Your schedule

Career fair details

$Starting in 7 days$

Group Session * 11:30am - 12:00pm PST

**Progress Foundation: Mental Health & Social Rehab**

Progress Foundation

12:00pm - 12:10pm PST

**No sessions**

Show open sessions

1:1 Session * 12:10pm - 12:20pm PST

**One on One**

U.S. Department of State

Get seen, then get hired.

Hiring managers review resumes of students attending their event or session. Set yours to “visible” so you’re considered for open roles.

Set resume to visible
Before the fair...

• Make sure you have uploaded your resume to Handshake and made it & your profile public!

• Have a copy of your resume uploaded to the cloud (i.e. Google drive) where you can share the link with an employer

• Make sure your major and graduation year are correct on your profile

• Be sure to fill out your profile - some employers cannot see your resume, just your profile, so make it stand out
### Documents

#### Resumes

<table>
<thead>
<tr>
<th>Name</th>
<th>Visible</th>
<th>Date Added</th>
</tr>
</thead>
<tbody>
<tr>
<td>JulAnneBrockway2.16.2021</td>
<td>Visible</td>
<td>October 2021</td>
</tr>
</tbody>
</table>

#### Cover Letters

<table>
<thead>
<tr>
<th>Name</th>
<th>Visible</th>
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<tbody>
<tr>
<td>JulAnneBrockwayEnterpriseCoverLetter</td>
<td>Visible</td>
<td>February 2021</td>
</tr>
</tbody>
</table>
Before the fair...

- Register for individual timeslots – based on employer set qualifications
- Think about your schedule-you cannot book multiple sessions at once, but you can add sessions day of if there is availability and it hasn’t started
Identifying your Top Companies

• Who is interested in YOU?
  • Who has opportunities that match your background?
  • Visit Handshake to find out
    • Search by major, industry, job type
    • Follow employers within the fair

• Who are YOU interested in?
  • Create your top 10 list & schedule your sessions
How to Research your Top 10 Handshake

KIPP Bay Area Schools

About KIPP Bay Area Schools
About KIPP Public Schools Northern California

We are a thriving nonprofit network of 16 free, public charter schools open to all students. At KIPP, we believe all children should grow up free to create the future they want for themselves and that schools can and should be a critical factor in making that vision a reality. Together with families and communities, we create joyful, academically excellent schools that prepare students with the skills and confidence to pursue the paths they choose—college, career, and beyond—so they can lead fulfilling lives and build a more just world.

Students Who've Worked Here
43 Students have worked here

Highlights from Reviews
Well-Known
Values Feedback
Collaborative
Socially Responsible
Social Events Outside Work
Networking Opportunities

Contact Information
Website
http://www.kippbayarea.org/
Phone
How to talk with your Top 10

• Prepare thoughtful, researched questions
  • Based on recent news (Google alert)
  • Specifics on job and intern opportunities available
  • Why have past students made the choice to join your team?
  • Describe a day in the life of a New Grad/Intern
  • Culture Match
  • Training & Development
How to talk with your Top 10

Practice your 30 second pitch!

1. Introduce yourself, including your name, year, and major
2. Let them know why you’re interested in their company
3. Give another relevant detail about yourself - (previous related coursework, projects, volunteer or work experience)
4. Ask a question! “Can you please tell me more about...”
How to talk with your Top 10

“Hi, I’m Juli-Anne and I’m a Senior psychology major. I was looking at your company page on Handshake and saw you have a Mental Health Clinician position available. This past summer I interned at Seneca Family of Agencies as a Behavioral Coach where I often performed assessments and made referrals to outside services. Can you please tell me a little more about the qualities you are looking for in a candidate?”
“Hi, my name is ______________ and I’m a (your year) students studying ______________. I’m looking for a position in ______________. In my last internship/job/class project, I was able to gain experience in ______________. I know your company specializes in ______________. I would be very interested in hearing about jobs/internships you may have available in ______________.”
How to talk with your Top 10

After you introduce yourself:

• Ask relevant questions.
• Mention SPECIFICALLY why you are interested in working for them (research).
• Ask about the application process.
• Ask if you can connect with them on LinkedIn or by email if you have anymore questions.
• Be cognizant of the time. Let the recruiter know when there are 1-2 minutes left in your scheduled slot.
What to Prepare

• Your Handshake profile-make sure it is filled out, public, and includes an updated public resume

• A link to your resume on Google Drive

• Your space, technology & outfit

• Something to take notes

• Charged, silent cell phone

• Smile! Look at the camera eye to make eye contact.

• DO NOT be eating or chewing gum. Water is fine.
Nonverbal Communication

• Eye contact
• Volume and pace of conversation
• Fidgeting
• Posture
I talked to my top 10 – now what?

At the fair:

• Use the available sessions button to find more companies to talk to
• Keep using your pitch!
• If you haven’t done research, be honest but tactful.
• Take advantage of the time to practice your networking skills!
Questions during the Fair?

Stop by the Ask A Counselor Room!

Find a Career Services staff member in the following Zoom Room

HERE

(separate from JOB FEST)
After the Fair

• Review notes & websites

• Write a thank you email to the companies you are interested in
  • Use a meaningful subject line “Thank You – USF JOB FEST”
  • Include where you met them
  • Reiterate your interest and follow up on your conversation

• Make sure you follow application instructions if you are applying for a position!
Advice from Employers

• “Know your audience. Do your research!”
• “Start with your strengths. Show your passion.”
• “Don’t be OVER confident.”
• “Think about what you want to say to the rep and how it sounds from their perspective.”
• “Target your questions toward each specific company you plan to meet.”
• “Don’t overstay your welcome, know when to stop talking with a Recruiter. Be able to transition out of conversation smoothly.”
What to do now to prepare!

RESUMANIA
Feb. 19, 22, 24
9:00 am - 5:00 pm

• RUSH in to get your resume polished before JOB FEST Career & Internship Festival! Career counselors will give you the tips to make your resume stand out. Don't miss out on this last chance to brand yourself!
• Go to Handshake to make your 1:1 appointment today!
• Choose “Resumania” as your appointment type
• Have your resume available to screen share via Zoom or Google Doc link.

Don’t have a resume? Look at our samples in our Career Guide HERE.
Mock JOB FEST

Practice

• Mock JOB FEST: 2/18/21 Practice
• Thu, Feb 18 11:30 am PST - 1:00 pm PST

Register on Handshake

HERE
UCAN Virtual Internship Fair

**WHO:** Students from 6 UCAN-affiliated schools (including USF) & 25+ employers seeking interns in finance, technology, nonprofits, consulting, publishing & more!

**WHAT:** Meet with employers via group video chats and one-on-one video chats. Learn about internship opportunities at their organizations.

**WHEN:** Thursday, March 18 (12-2 PST // 1-3pm MST // 2-4pm CST // 3-5pm EST)

**HOW TO REGISTER:**
1. Log into UCAN Internship Exchange.
2. Click on Events/Career Fairs/UCAN Virtual Career Fair.
3. Click on “Attend”
4. Check out employers, fill out your profile, & upload resume.
   - You’ll receive emails with instructions and tips on attending the virtual fair.
   - On day of event, participants will join “queues” to talk to employers.
   - *How to login as a USF student?*
     - Log in [HERE](#) or click “forgot password” if you are new to the system
     - On the day of the fair, once you have logged in, go to Events/Career Fairs/UCAN Virtual Career Fair and click Attend
Any Questions?