

The “Prep” Checklist

- Research ALL employers and graduate schools that will be participating in the fair.
- Create or update your professional resume on Career Connection and have it critiqued by a professional advisor.
www.umflint.edu/careerconnection
- Update personal social networking websites such as MySpace and Facebook with appropriate content or set your accounts to “private”.
- Check the Career Connection calendar daily for events and participating employer and graduate school additions.
- Use InterviewStream in Career Connection to record and practice actual interviews using a webcam in AACC or in the privacy of your own home.
- Prepare a 30-second verbal introduction that you will use with employers at the fair. Highlight your skills and explain what type of job you are looking for.
- Research the multi-media library in Career Connection for tips and prepare a list of questions that are specific to the employer you are interested in.
- Prepare a quick list of specific industry skills that you can provide each employer based on the company research you conducted.
- Log into your FREE UM-Flint online Career Connection account using your campus email address. If you don't remember your password, click 'Forgot Password'.

The “Day Of” Checklist

- Bring an adequate number of resumes.
- Dress professionally!!
- Be proactive and outgoing.
- Check in with AACC Advisors at the check-in table with any questions or concerns.
- Collect business cards from employers.
- Fill out a Career Fair evaluation.

The “Follow-up” Checklist

- Send “Thank You” notes to employers.
- Continue employment search strategies with the help of AACC Professional Advisors/Counselors: We are here to help you!



UNIVERSITY OF MICHIGAN-FLINT

285 University Pavilion (2nd Floor)

Phone: (810) 762-3085

Fax: (810) 762-3024

Email: advising@umflint.edu

www.umflint.edu/advising

Making the Most of your Career Fair



2010 Graduate School Fair

Wednesday, October 6, 2010

2010 Fall Career Fair

Wednesday, October 13, 2010

2011 Winter Career Fair

Wednesday, February 23, 2011

2011 Michigan Collaboration Education Career Fair

Wednesday, March 9, 2011

When are the UM-Flint Career Fairs?

2010 Graduate School Fair Wednesday, October 6, 2010

11 A.M. - 1 P.M.

UM-Flint Campus/University Center

The Graduate School Fair is held for all UM-Flint students and alumni. Meet graduate schools to discuss employment needs and career goals.

2010 Fall Career Fair Wednesday, October 13, 2010

12 P.M. - 3 P.M.

UM-Flint Campus/Recreation Center



This event is being held specifically for students and alumni who are seeking full-time positions and internships. Please log in to Career Connection to create an updated resume and have it critiqued by a UM-Flint career counselor.

InterviewStream is a new, free tool in Career Connection to help you practice your interview skills prior to attending the job fair!

2011 Winter Career Fair Wednesday, February 23, 2011

12 P.M. - 3 P.M.

UM-Flint Campus/Recreation Center

Another great chance for you to meet employers and find a career.

2011 Michigan Collaboration Education Career Fair Wednesday, March 9, 2011

10 A.M. - 3 P.M.

Oakland University Campus/Banquet Rooms

A career fair specifically for UM-Flint students and alumni in education programs or with education degrees. Meet with school districts and graduate schools to discuss employment needs and career goals.

Planning for the Future

What are Career Fairs?

UM-Flint career fairs are designed to help facilitate connections between you and employers and/or graduate schools. UM-Flint career fairs bring employers and graduate schools to the campus that are specifically interested in recruiting UM-Flint students and alumni. Career fairs are one of the most efficient employment strategies. Several employers are gathered in one area—all looking for educated and interested current and former students.



Who should attend?

All students and alumni should absolutely attend our fairs. Doing so will enable you to collect information, pass on resumes, network and/or arrange interviews. Networking with employers will assist you in making key contacts in your profession.

Remember to dress in professional attire and to bring your resume and other materials, as well as preparing to present yourself in a professional manner.

Did You Know?

We can help you!

The University of Michigan-Flint's Academic Advising and Career Center (AACC) is working for you! We offer a free, comprehensive online resume center for all UM-Flint students and alumni. These tools will prove to be valuable in giving you the advantage in today's competitive job market.

www.umflint.edu/careerconnection

Step 1: Create or update your resume with Career Connection. This free online program for UM-Flint students and alumni will guide you through the process.

Step 2: Have your resume critiqued by an Academic Advisor/Career Counselor by submitting it for critique in your Career Connection account.

Step 3: Upload your resume to Career Connection, a free online resume referral system. Your resume will be viewed by employers searching for qualified candidates for various positions. Advisors/Counselors also forward resumes in Career Connection directly to employers.

