

## Employer Services Provided by Career Services

### Career Fairs

Career Connections Career Fair will be held in March in the University Center, for students, alumni, and community members. This fair provides a venue for job seekers to meet and/or interview with a variety of different companies about employment opportunities that are available locally in the surrounding areas, and nationwide.

Fall Job Fair will be held in August and is specifically designed to meet students' employment needs during the academic year. Students will be interested in learning about employment both full and part-time; as well as internship, scholarship, career and volunteer possibilities with various companies. Don't forget that we have December graduates who will be looking for employment.

Teacher Job Fair will be held in March in the University Center for Teacher Education students, alumni, and community teachers. At this fair, students will meet formally with school districts, learn about their hiring needs, and schedule interviews. This is an annual fair that allows school districts to interview students from several endorsement areas.

For more information about the fairs, visit <http://www.coloradomesa.edu/career/employers/fairs.html> or call 970-248-1404.

### Listing Job and Internship Opportunities

Career Services is currently in the process of implementing [Handshake](#) - a modern platform for college recruiting. Handshake will offer your team many great features like:

- A user-friendly template for job and internship postings
- The ability to post opportunities at several campuses in addition to CMU at no extra cost; you'll only need one account to access all other participating schools and their job boards
- A mobile experience - update your job/internship postings, view applicants, and more all while on-the-go using Handshake's responsive design

We do not have an online job posting system available while we are transitioning to this new platform and greatly appreciate your patience while we work through the implementation process. If you would like to receive an invitation to join us on Handshake once it is available, please email us at [career@coloradomesa.edu](mailto:career@coloradomesa.edu).

Want more information? Visit Handshake's Employer Site here: <https://support.joinhandshake.com/hc/en-us/articles/115004897268-The-Employer-Onboarding-Process>.

### On-Campus Recruiting Program

Career Services personalizes the recruiting experience for each company. If you have special recruiting needs, please do not hesitate to ask. We will be happy to help you fill your job openings with our students or alumni. Our staff is here to assist you and there is no fee to utilize our services. Access our services by calling 970-248-1404 and arranging a date. We ask for three to four weeks' notice to provide the best service.

The following services are available by request:

- Arrange an information table or an interview room in the University Center
- Schedule student interview times based on your request
- We will provide students any company literature you supply to our office
- Send an email to students announcing your visit and post it to our website
- Schedule use of special equipment (VCR, TV, LCD projectors, laptop)