Afternoon with Employers

Our second annual event, Afternoon with Employers, is dedicated to students who are interested in receiving professional tips and advice directly from employers who will be representing a variety of companies. Think of it as a chance to talk to employers and ask them everything you've wanted to ask without the formal pressure of an interview.

Schedule of Events

12:30-1:30 PM: Panel with Employers

2:00-4:00 PM: Cover Letter, Resume, Handshake, LinkedIn 1:1 Assistance

If you would like to receive tips on how to enhance your resume, cover letter, Handshake or LinkedIn profiles, please bring a copy with you. Attendees will be served on a first come first serve basis. If you are unsure about what these are or don't know where to begin, we will be more than happy to sit down and discuss with you!
Greer Stevenson

SPOTLIGHT

Greer is a senior with plans to graduate in May with a Bachelor's degree in Marketing. She is the social media coordinator and launched our first service of free LinkedIn headshots. As the role of Recruiting Assistant, her daily tasks are:

- Updating all social media for the Career Center
- Personal Assistant to Recruiting Coordinator
- Networking with recruiters
- Prepping for on-campus interviews
- Creating graphics on Canva for social media
- Taking headshot pictures for students and faculty
- Documenting social media stats

"This position has given me a great opportunity to network with employers and express my creativity. The most rewarding part about my job is seeing my peers excel professionally and find internships and careers! Christy Wright has been an excellent role model and has encouraged me to grow in this position. My favorite part about working at the Career Center is the flexibility in hours and being able to walk from work to class. It is bittersweet to leave the Career Center in May and I have full intentions that the next Recruiting Assistant will grow as I did in this position and have fun!"
THE CAREER CENTER IS HIRING:

Paid Recruiting Assistant Position

Job Brief
We are looking for a responsible Recruiting Assistant to provide organizational and personal support to the Recruiting Coordinator, Christy Wright. You will work on social media networking, provide accommodations for recruiters, and be in charge of tasks related to Career Center events. You will also be in charge of:

- Managing social media accounts: Facebook, Instagram, Twitter
- Handling the Career Center camera for events; using professional camera for LinkedIn headshots once a week
- Creating graphics on Canva to promote events on social media
- Keep the break room refreshments stocked at all times
- Making stock supply trips to Walmart

Requirements

1) Have reliable transportation
2) Must be a currently enrolled student
3) Have a cumulative GPA 3.0

Deadline to Apply:
Friday, April 13, 2018

[Applications can be accessed online at career.olemiss.edu or in person at 303 Martindale]

THE UNIVERSITY OF MISSISSIPPI

Paid Peer Career Educator Position

Job Brief
We are looking for students interested in serving as a direct link to students, faculty, staff, and organizations seeking career information and resources. You will play a vital role as one of the first interactions students and employers will have with the Career Center. You will be in charge of:

- Serving as a direct link to students needing career assistance
- Assisting walk-in students with resumes, cover letters, job searches, and other career-related issues
- Participating in outreach activities and special events, including on-campus presentations, Career Day, Spring Visit Day
- Researching career information for student access

Requirements

1) Be able to work 10 hours/week
2) Must be a sophomore, junior, or senior by Fall 2018
3) Have a cumulative GPA 3.0

Deadline to Apply:
Thursday, April 12, 2018