



# CIAA CAREER EXPO 2013

February 28th at the Charlotte Convention Center in Charlotte, NC

Contact your Career Counselor in the Office of Career Services for more information at 910-672-1205

## SPRING CAREER AND COOPERATIVE EDUCATION FAIR

March 14, 2013 in the Felton J. Capel Arena from 1:00pm- 4:00pm

### Prepare for the Fair:

- Write a resume highlighting skills and experiences related to your goal
- Pull together a professional outfit (note: this can be borrowed from a friend) or visit the Office of Career Services Career Closet.

#### YOUR 60 SECOND COMMERCIAL:

This will arm you with all you need to begin an intelligent and effective conversation with employers.

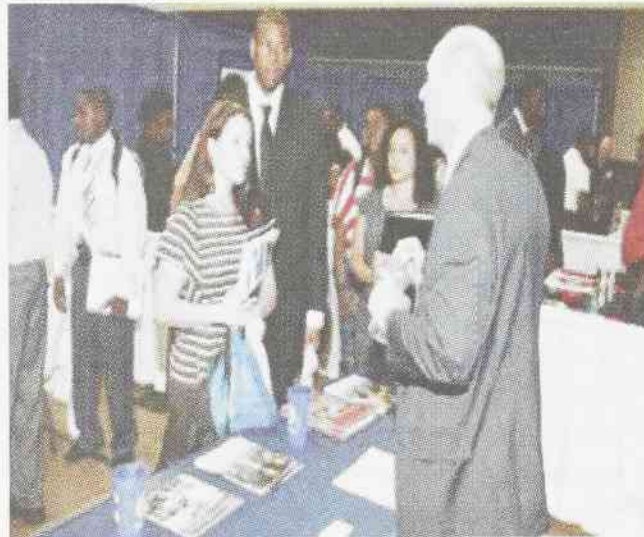
- Where you are now (degree, program, year in college)
- Where you have been (career-related experience)
- Where you are going (future goals)

Example:

*"Hello. I'm Dot and I will graduate in 2013 with my Bachelor of Arts Degree in Mass Communications. As a student here at FSU, I have had the chance to gain leadership and organizational skills through my involvement in the ABC Club. In addition, I have worked for two years as a server at the Annex allowing me to gain valuable customer service experience. I am seeking an internship in the field of public relations for next summer. Can you share with me any opportunities within your organization that might fit with my skills and experience?"*

### At the Fair:

- Locate your chosen employers at the career fair
- Offer your hand for a professional handshake (one shake)
- Ask the employer a question relating to your career goal
- Ask the employer for the next steps in the application/hiring process



### After the Fair:

- Follow up with those employers who piqued your interest
- Send an e-mail or letter thanking them for their time and include a copy of your resume

#### MANAGING YOUR EXPECTATIONS:

You are responsible for making the most of a career fair. This means that you should begin with clearly defined realistic expectations. You will not receive a job offer at the fair, but it is realistic to assume you will make a significant number of employer contacts. For most candidates, success will depend on effective follow-up after the fair.

#### EMPLOYER EXPECTATIONS:

Some employers are only collecting resumes; some are not accepting any resumes and may expect you to submit application materials online. Some are building/assessing an applicant pool; some are ready to fill specific vacancies. Some will expect you to express your interest by already knowing about their organization; some will view this day as a career fair/information gathering process. Most employers will expect that if you are interested, you will follow up. All employers expect you to be professional, willing to initiate conversation and able to highlight your strengths.

## Musicians Needed

LOOKING FOR A KEYBOARD PLAYER FOR CHURCH SERVICES!

**Compensation Available**

MUST BE ABLE TO PRACTICE SATURDAY  
& PLAY ON SUNDAY!

CONTACT MS. CHARLENE ALLEN

**(910) 583-3299**