



Getting the most out of a Career Fair

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What to Expect

- Many companies
- Broad field distributions
- Lots of people

What not to expect

- Tons of time to explain your work
- A job on the spot

Preparing Ahead of Time

- Who is coming
- What business etiquette should you know
 - Eye contact
 - Shaking hands
- What are you looking for?

Starting conversations

- My name is:
- I study X to understand Y.
- I am looking for (insert position here).
- I am interested in your company because...

What to bring

- CV or resume
- Dress professionally
- Wear comfortable shoes

Working the room

- Plan your wish list
- Do your homework
- Collect business cards

After the fair

- Notes
- Follow-ups

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- Career Fairs alone are not enough...

What is networking?

- *Networking is the process of establishing links between people with the intent to promote communication for mutual benefit.*
-Dave Jensen

Who: Define your network

- Old classmates/labmates
- Alumni Association
- Professional Societies
- Finding company contacts
 - Someone who does interesting work
 - Finding an HR contact
 - No phone calls please?
- Recruiters

When do you Network?

■ Everyday

- Actually asking-do you know someone in X field?
- Making small talk
- Meeting with speakers
- Conferences

How?: Introductions

- What can you provide to the relationship?
- How can you benefit?
- Who do you really want and need to meet?
- Have someone make the introduction
- The Handshake
- Business Cards

How?: Working the room

- Research
- Target
- Conferences
- Entering and exiting conversations
 - Handshakes
 - Eye contact
 - Taglines

How?: Follow Ups

- Organize contacts
- Email a personal note within 24 hours
 - Include what you discussed
- Extra-special: send a written thanks
- Foster the relationship
 - Article of interest

How?: Online networking

- LinkedIn
- Nature Network
- Facebook, Second Life, MySpace

- Not a substitute for personal networking

Grow your Network

- A mediocre CV (stylistically, not with respect to your actual expertise and accomplishments) and a lot of networking is guaranteed to get you a job. A stunning CV and no networking is equivalent to playing lotto. –Kevin Foley, Ph.D.