STAFFING

Hire an Intern or Co-operative Education Student

- **List your positions in Job Mine**.
  Hire staff members from the thousands of eager UTEP students in a wide variety of disciplines, looking to secure a part-time or internship position while studying, or a full time position after graduation. This service is free of charge.

- **Participate in On-Campus Interviews**.
  On-campus interviewing not only demonstrates your proactive commitment to hiring UTEP students, but gives you the best opportunity to appreciate the talent that UTEP has to offer.

- **Hire an Intern or Co-operative Education Student**.
  Interns can be a pipeline for permanent talent, as well as bring creative new ideas. They can also serve as ambassadors for your organization when they return to campus, enhancing your campus identity and potentially increasing your pool of applicants for internships, co-ops and full-time professional positions.

- **Attend Career Fairs**.
  Fairs are an excellent opportunity for your organization to connect with students and share information and job opportunities in your industry.

  Fall semester: Career EXPO (All majors)

  Spring semester: Business & Liberal Arts Fair; Engineering and Science EXPO; and Internship & Part-time Job Fair.

- **Offer Information Sessions**.
  Raise student awareness about your organization. This is often done the day prior to on-campus interviews, but can also be a stand-alone recruitment tool.

- **Hold On-campus Table Setups**.
  Promote your organization by setting up an information table in a high-traffic area around campus. The Career Center can arrange for the information table to be set up in either a central area, or at an academic college if you are targeting specific majors.

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*Job Mine is the online database for jobs, interviews, and career events, and is exclusively for UTEP students and members of the UTEP Alumni Association.*
COMMUNITY ENGAGEMENT

Build or strengthen your ties to the UTEP community.

• **Hire an Intern or Co-operative Education Student.**
  Your organization can have an impact in the development of students’ professional skills, workplace habits, and academic engagement.

• **Get Involved with a Student Organization.**
  Connect and foster relationships with any of our more than 200 groups. You can serve as a guest speaker, provide advice on careers, résumé writing, interviewing and other related topics. A complete listing of student organizations is available at minetracker.utep.edu.

• **Become Part of the Miner Professional Network**
  Share your professional insights, and help students gather information about careers, work environments, and build their industry savvy.

• **Serve as a Speaker or Panelist.**
  The Career Center offers a variety of educational programming for students throughout the year. The support and point of view of employers enhances these programs. Panel sessions include professional or alumni panels.

• **Participate in the Career Center’s Sponsored Activities.**
  Dinner Etiquette Experience: Each spring semester the Career Center and the Student Engagement and Leadership Center coordinate this opportunity for employers to connect with students, while learning dining etiquette with a professional coach. Become a table sponsor and interact with UTEP’s best and brightest.

  **UTEP L.I.V.E. (Leadership, Innovation, Vision, Engagement) and UTEP Student Worker Training:**
  These events offer you the opportunity to present developmental workshops designed to enhance the leadership skills of students.

• **Host on-site visits for students and faculty.**
  Give the UTEP community a first-hand look at your organization and the skills used to succeed in the industry.

• **Be part of a college-specific Advisory Board.**
  Provide input on programming and future efforts by participating in an advisory board that is college-specific.
UNDERWRITING OPPORTUNITIES
Show your support for UTEP and increase your brand visibility.

- **Sponsor premium programs:** Get your organization’s name in front of the most popular resources that students use to prepare for the job search. These include Job Mine, Candid Careers, and Internships.com.

- **Underwrite a Peer Career Advisor (PCA).** Career Center Peer Advisors serve as ambassadors to the student population, helping with résumés, job search presentations and other services. By sponsoring a peer career advisor, you are making a direct impact on the development of UTEP students, and you have an opportunity to have your organization’s contributions acknowledged at all their student interactions.

- **Contribute to the Career Closet.** Provide financial support towards a new professional business suit for students. Your support of the Career Closet will help UTEP students put their best foot forward at an interview, conference, or presentation.

- **Sponsor the production of internship videos.** Provide financial support for videos that are presented at orientation sessions, on our website, and at various presentations. Your organization’s logo and sponsorship will be prominently displayed.

- **Attend Career Fairs.** Career Fairs provide an excellent opportunity for students to connect with your organization and obtain information on career opportunities in your industry. Even if you are not looking to hire at this time, maintaining your visibility can have a strong impact on your ability to hire in the future.

- **Sponsorship opportunities.** Sponsorship opportunities tailored to your organization’s specific needs and goals are also available!

To learn more about the University Career Center, contact us at 103 Union Bldg. West, 915-747-5640 careers@utep.edu - www.utep.edu/careers