The University Career Center offers many workshops and programs to complement your online course’s professional development goals. Our staff can provide engaging virtual in-class career-readiness workshops on the topics below:

- Crafting an Effective Résumé
- Mastering the Virtual Interview
- How to Navigate a Virtual Career Fair
- Establishing Your LinkedIn Profile
- Working for the Federal Government
- Preparing for Graduate School
- Developing a Curriculum Vitae (CV)
- Finding an Internship
- How the Career Center can Help Students
- Building a Teacher Portfolio
- Transitioning from Classroom to Workforce
- Negotiating a Job Offer
- Pathways to Excel: Education, Experience, Community Involvement, Eye to the Future, and Leadership

After selecting workshop(s), email Claudia P. Dominguez at cpdominguez@utep.edu with the following:

- One week’s advanced notice will give us the best opportunity to meet your request.

To learn more about workshops visit utep.edu/student-affairs/careers/faculty-advisors/faculty-guide

Additional Services:

- **Virtual Résumé Reviews** - Require your students to connect with the Career Center to have their résumés reviewed virtually.

- **Career Fairs** - Connect majors to career opportunities; require your students to participate in any one of the virtual career/job fairs so they can engage with employers and professional schools.

- **Professional or Internship Panels** - Host professional or internship panels as part of your course.

- **Mock Interviews** - Encourage students to practice their communication skills by participating in a virtual mock interview. The Career Center has an online platform, simply direct students to utep.interviewstream.com

Virtual Career Fair Events:

- **Spring Career Fair**
  
  Friday Feb. 5, 2021
  
  9:00am - 3:00 pm

- **Internship & Part-time Job Fair**
  
  Thursday April 1, 2021
  
  9:00am - 3:00 pm
Internships:

Encourage students interested in an internship to connect with one of our Internship Coordinators. Internships provide students with an opportunity to apply classroom learning to real-life experiences. In addition, internships provide students with an opportunity to develop their professional networks and hone their marketable skills.

Kenia G. - The Wilson Center (Washington, D.C.)

On-campus Student Employment:

Part-time jobs are a great way for students to earn money, gain experience, develop work-related skills, and network within a student-friendly environment. Job Mine connect students to part-time jobs and internship positions both on and off campus. Some of these opportunities may be taking place in a remote work setting.

Career Center College/School Liaisons:

<table>
<thead>
<tr>
<th>College</th>
<th>Liaison</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>College of Liberal Arts</td>
<td>Moisés Buenfil</td>
<td><a href="mailto:mbuenfil@utep.edu">mbuenfil@utep.edu</a></td>
</tr>
<tr>
<td>College of Health Sciences, School of Nursing, School of Pharmacy</td>
<td>Claudia P. Dominguez</td>
<td><a href="mailto:cpdominguez@utep.edu">cpdominguez@utep.edu</a></td>
</tr>
<tr>
<td>College of Engineering</td>
<td>Heriberto Garcia</td>
<td><a href="mailto:hjgarcia3@utep.edu">hjgarcia3@utep.edu</a></td>
</tr>
<tr>
<td>College of Business Administration</td>
<td>Pamela Prieto</td>
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<tr>
<td>College of Education</td>
<td>Craig Thompson</td>
<td><a href="mailto:cthompson@utep.edu">cthompson@utep.edu</a></td>
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<tr>
<td>College of Science</td>
<td>Nick Zweig</td>
<td><a href="mailto:nzweig@utep.edu">nzweig@utep.edu</a></td>
</tr>
</tbody>
</table>

Call or email to schedule an appointment.

Are employers contacting you to hire your students? Refer them to the UTEP Career Center at 915-747-5640 or recruit@utep.edu

Employers Recruiting Virtually On Campus:

To view employers recruiting on campus, visit our website or follow us on social media.

DIRECTOR | Betsy Castro | bcastro@utep.edu