



# Career Opportunities and Employer Relations

## Missouri S&T Career Fair

Missouri S&T will hold an In-Person Career Fair!

### The Spring 2023 Career Fair Schedule:

- **In-Person Career Fair - Tuesday, February 21st**
  - 9 AM – 3 PM
  - Gale Bullman Upper AND Lower Gym

Professional Dress is **Required**.  
Only open to Missouri S&T Students and Alumni

Find all information (including the map) in the CF+ app



## Other COER Events

### JCP Suit Up Event

Rolla JC Penny - Online  
January 30<sup>th</sup> – February 3<sup>rd</sup>, 2023

### Resume Blitz

Virtual Resume Blitz  
Monday- Wednesday, February 13<sup>th</sup> – 15<sup>th</sup>  
Submit your resume to career@mst.edu

### Pre-Registration Career Fair Event - Havener Atrium

Monday, Feb. 13<sup>th</sup> from 11AM-2PM  
Tuesday, Feb. 14<sup>th</sup> from 10 AM-1 PM

### Pre-Registration Career Fair Event – 305 Norwood Hall

Wednesday, Feb. 15<sup>th</sup> – Friday, Feb. 17<sup>th</sup>  
All Day Long – 8:00 AM – 5:00PM

### Headshot Studio

Norwood 304, Check in at the Front Desk  
Available: Monday – Friday, from 8:30 AM – 4:30 PM

Norwood 304  
Monday through Friday – 8am to 5pm  
career.mst.edu – (573) 341-4343 – career@mst.edu

# Spring 2023 Calendar of Events

## NACE Career Readiness Competencies

The National Association of Colleges and Employers (NACE) has defined career readiness as the attainment and demonstration of requisite competencies that broadly prepare college graduates for a successful transition into the workplace. All of the NACE Career Readiness Competencies are embedded in the workshops and programs offered by COER.



### Critical Thinking/Problem Solving

Exercise sound reasoning to analyze issues, make decisions and overcome problems.



### Oral/Written Communication

Articulate thoughts and ideas clearly and effectively in written and oral forms.



### Teamwork/Collaboration

Build collaborative relationships with others, negotiate, and manage conflict.



### Digital Technology

Leverage existing digital technologies ethically and efficiently and demonstrate adaptability to new technologies.



### Leadership

Leverage the strengths of others to achieve common goals, and interpersonal skills to coach and develop others.



### Professionalism/Work Ethic

Demonstrate personal accountability, effective work habits, integrity, and ethical behavior.



### Career Management

Identify and articulate one's skills, strengths, knowledge, and experiences relevant to career goals.



### Global/Intercultural Fluency

Value, respect, and learn from diverse cultures, races, ages, genders, sexual orientations, and religions.

## Semester Announcements

- The Career Fair will be held in-person Spring 2023!
  - Tuesday, February 21st (In-Person)
  - Find all information in the CF+ app
- **Last day for advising before the Career Fair will be Friday, Feb. 17<sup>th</sup>!**
- Employer events can be found through the Events tab in Handshake!

Follow us!



sandt\_coer



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**Please Note:** Event dates/times are subject to change. Some events are not included. For a complete list of events, please visit the "Events" tab on your Handshake account.

# Career & Professional Development Workshops

## Zoom Meetings & Presentations

### Resumes, Cover Letters, & AI

Learn how to prepare strong application materials to move your application past AI and into the hands of the recruiter. You will also gain a better understanding of how companies are using AI throughout their hiring process.



01/31 02/07 02/14 02/17

### Choosing the Right Internship/Co-op

Internship/Co-ops are important for your career development! Join COER as we discuss the differences between internships/co-ops and the important factors to consider when weighing your options!



03/08 03/15 03/22

### LinkedIn Basics

Learn the basics of getting your LinkedIn started and how to make your profile work for you!



02/02 02/09 03/01 03/29

### Q&A Co-op/Internship

#### Registration Questions

Join Molly from COER as she answers all of your questions about internship/co-op registration and the requirements needed in an open Q&A format.



03/22 04/05 04/12

### Networking Tips & Tricks

Learn about your opportunities to develop and maintain important career connections as a college student!



02/13 02/14 02/16

### Build Your Job Search Toolkit

Join COER as we discuss things you should be doing to help you be successful on your job search.



01/19 01/26 03/02

### COER Tools

Learn all that COER has to offer as we discuss the tools & services available to you. Getting started early is the key to receiving the highest return on your investment for your S&T degree.



01/18 01/25 03/01

### \*The Finer Details of Job Offers

Join COER to go in-depth on what job offers are and the information that comes with it.



03/21 03/28

### \*Email in the Workplace

Learn how to operate different email systems so you are prepped and ready for the workplace.



04/06 04/13

### \*Navigating the Career Website

Not sure where to start? Join COER as we help you navigate our website to best benefit you and your time here at S&T.



01/17 01/24

### How to Stand Out to Employers

#### at Career Fair

It's one of the biggest career fair events in the Midwest! Are you ready?! Learn how to prepare for both our in-person and virtual fairs to stand out to employers.



02/06 02/13 02/15 02/16

### Big Interview Software

#### Walk Through

Learn about COER's newest resource, Big Interview! Learn how you can use it to maximize your success during job searching and interview prep!



03/07 04/06

### Proper Preparation for

#### Your Interview

Join COER as we discuss the best strategies for preparing for an interview and answering interview questions to help you ace your interview!



01/30 02/28 03/07 03/14

### Making Your Best Choice:

#### Evaluating Job Offers

Join COER as we discuss areas to consider when evaluating a job offer, and how to negotiate a higher salary along with other employee benefits!



03/09 03/15 03/23 03/30

### The Science Behind

#### Beginning a New Job

Congrats on your new job! Now you can think about how to best transition into the organization. It can all be a little overwhelming. Here are some tips to make sure that you hit the ground running and set the stage for success.



04/04 04/11 04/18

### Tackling Remote Employment

Telecommuting can be challenging. Learn how to succeed in this session with COER as we discuss the most common challenges for remote working.



04/05 04/12 04/19

### \*Social Media Etiquette

Is your social media up to date and ready for employers to see? Join COER to know what to update, change & look for when it comes to your social media.



02/01 02/08 03/02 03/29

### \*Editing Your Resume for

#### Passing ATS Tracking

Companies have computer systems that will omit your resume automatically – will yours? Join COER to see what you can do to tailor your resume to pass ATS tracking.



02/08 02/15

### TIME KEY

10:00AM

12:00PM

3:00PM

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\*New Presentations

*Presentation dates and times can be found in Handshake under the events tab*