



# Recruit-A-Duke

JMU Career & Academic Planning

Employer Relations & Recruiting Newsletter

Fall 2010: Volume 1, Issue 4



CAREER & ACADEMIC PLANNING  
MAKE YOUR NEXT MOVE

## Letter From The Team

Greetings Employer Partners,

### Inside this issue:

<b>Letter From The Team</b>	1
<b>NYC Alumni Job Fair</b>	2
<b>Universum Survey &amp; Salary Report</b>	2
<b>Student Externship Program</b>	3
<b>Spring Career Fair 2011</b>	4
<b>Enhancing Interview Rooms On-Campus</b>	4

Hello! Allow me to introduce myself... I am the new Recruiting Programs Coordinator here in Career & Academic Planning - Employer Relations and Recruiting Services at JMU. I graduated from Virginia Tech with a Bachelor's degree in Communication and then attended graduate school at The George Washington University where I received a Master's degree in Event and Meeting Management. While I attended GW, I worked in the Career Development Office of the Law School there so I bring some prior knowledge of the world of recruiting but am also learning more about it every day!

In addition to being new to JMU, I also recently became a member of VACE. VACE is the Virginia Association of Colleges and Employers, a state chapter of NACE. I would encourage all of you to consider becoming a member of this organization as it is an excellent way to network with colleges and also other employers in the region. I am co-chair of a committee helping to plan their annual conference in Virginia Beach on April 27<sup>th</sup>-29<sup>th</sup>. This is a worthwhile event where you will be able to meet other JMU staff as well as many other professionals in our field. If you are interested in becoming a member of VACE and attending this conference please visit <http://www.vace.org/memberinfo.html>. Membership is very reasonably priced and offers many advantages like valuable recruiting resources and contacts.

I am really looking forward to getting to know all the exceptional employers who recruit JMU students. I am sure that this will be an exciting and productive academic year. If we can be of service to you in any way, feel free to reach out to us. A complete listing of our staff and contact information can be found at: [http://www.jmu.edu/cap/about\\_cap/staff.htm#oci](http://www.jmu.edu/cap/about_cap/staff.htm#oci). I couldn't be more excited to be in this new position and to work with all of you!

Regards,

Anna Schoenduby

### DUKE DATES:

- **November 1, 2010: Registration Opens For Spring Recruiting Season**
- **February 14—April 8, 2011: Recruiting Season**
- **February 22, 2011: Spring Career & Internship Fair 2011**
- **February 28, 2011: Teacher Recruitment Day**

## NYC Alumni Job Fair

Participate in the **MyWorkster Alumni Job Fair** in New York City

**December 15, 2010: 11am-4pm**

St. Francis College Gymnasium

180 Remsen Street

Brooklyn (Heights), NY

This event is held exclusive to the alumni of participating universities, including James Madison University. Over 1,000 highly-educated and experienced alumni are expected. Prepare to be impressed with the caliber and diversity of these job seekers, as the most consistent feedback is the level of quality of the job seekers.



The average graduation year of our attendees is usually 6-8 years out of college (i.e. grad year of 2002-2004) and experience spans over 20+ industries.

Registration is limited to roughly 75 employers. Many of which are returning from past events and have already reserved a spot. Please register as soon as possible to secure participation at <http://alumnifairnyc.eventbrite.com/>.

Denise Meadows, Assistant Director of Employer Relations and Recruiting Services, will be in New York for the fair. If you would like to set up an appointment to meet with her that week to discuss your JMU recruiting needs, please contact her at [meadowdr@jmu.edu](mailto:meadowdr@jmu.edu)

### Did you know...

You have access to JMU's Universum Student Survey and Salary Report



**Universum report**—compares JMU students with students nationwide in terms of work values and company culture/geographic preferences, with suggestions for employer branding.

**Salary Report**—displays data for JMU students by major. This document contains three spreadsheets with valuable information. The first shows data analysis for job offer and salary averages, the second contains graphs and charts for salaries and majors and the third sheet lists employers who hire JMU students.

Check them out at:

[http://www.jmu.edu/cap/interviewing/employers/why\\_jmu.htm](http://www.jmu.edu/cap/interviewing/employers/why_jmu.htm)

## Participate in the Student Externship Program

Would you have liked the opportunity to shadow someone for the day when you were exploring career options as a student? You now have the opportunity to offer such an experience to a current JMU freshman. For one day during spring break, March 7-11, 2011, Career & Academic Planning at JMU is offering an Externship Program for undeclared students. The Externship Program will allow students to get a "day in the life" experience by shadowing someone in a career field they are interested in.

We hope you will participate by being a host for a student. While shadowing you or your colleagues, students will gain an inside perspective and learn what it takes to be successful in your career field. Students have the opportunity to observe everyday activities and possibly conduct informational interviews with individuals in your organization.



Some facts about the externship program:

- Students are responsible for all costs (transportation, meals, etc.) for this reason most students will want to extern where they are from
- Students are not paid during the externship experience
- Students will attend an information session and apply to participate
- You choose the day during spring break week that is convenient for you
- We will match students and hosts based on career interest and geographic location

The externship program offers benefits for both students and employers! Students learn more about a career field they are interested in, and hosts have the opportunity to offer a great service to a JMU student. For more information about the Externship Program, please view this brochure:

<http://www.jmu.edu/cap/alumni/ExternBrochure.pdf>

If you are interested in being a host for the Externship Program please fill out the form by Friday, October 29, 2010: <http://bit.ly/jmuexternship>

Please contact Laura Hickerson, Career & Academic Advisor at [hickerly@jmu.edu](mailto:hickerly@jmu.edu) or 540-568-2801 if you have any questions.

We hope you participate!

### Save the Date! - February 8, 2011

#### Practice Speed Networking

Volunteer to help students practice their networking skills!

This event is designed to help students learn how to perfect their "60 second elevator speech."

Help students while getting more exposure on the JMU campus. It's a win-win!

If you would like to participate, please contact Denise Meadows at [meadowdr@jmu.edu](mailto:meadowdr@jmu.edu).

## Spring Career Fair 2011

**Date:** Tuesday, February 22, 2011

**Time and Location:** 12-4pm in the Festival Ballroom/Highlands Room

This Career Fair will provide fulltime and internship opportunities to a variety of majors.

**REGISTRATION OPENS December 1, 2010.**

To register please follow these instructions:

1. **Go to the Recruit-A-Duke Login page for employers**
2. **Log in with your username and password**
3. **Click the tab labeled “Career Fair & Information Sessions”**
4. **Click on the “Register” button next to the Career Fair that you would like to register for**
5. **Proceed to filling in all of the required fields**
6. **You will receive a confirmation from our office upon approval of your registration**

Visit <http://www.jmu.edu/cap/fairs/springfair.htm> for the entire Spring Fair index.



## What's That Sound? Privacy!

We've Made Changes to Better Serve You!



On campus recruiting rooms are now installed with noise-machines with dual-speeds to help filter out sound between interview rooms.

Have the best interview experience possible!

*Good luck with the remainder of your recruiting season.....  
we look forward to seeing you on campus!*