

# Engaging with Fitchburg State Students

## THROUGH CAREER SERVICES & ADVISING

Career Services and Advising offers a variety of ways for employers to reach Fitchburg State students and recent alumni. Whether you are looking to hire a full-time or part-time employee or a student intern, we can connect you with well-qualified applicants to meet your needs.



### Post a Job or Internship in Handshake

Fitchburg State uses Handshake as our career and internship management system for all students (undergraduate, graduate, and recent alumni). This is your one-stop shop for recruiting Fitchburg State students. Post jobs & internships, register for recruitment events, schedule on-campus and virtual interviews and more. Create your user account and company page today to get started.

Once your profile is complete, add Fitchburg State University as one of your partner schools and we will approve you for future job and internship postings. Once you are established in Handshake, we can easily share your open positions with the most relevant students/alumni through targeted emails.

To create your company page or user account, visit: [app.joinhandshake.com/employer\\_registrations/new](https://app.joinhandshake.com/employer_registrations/new) or scan this code. ▶



### Advertise Events and Positions

Career Services and advising sends out a monthly newsletter and maintains an active social media presence. Reach out to the office to request that your event or position be highlighted in our digital marketing.

### On-Campus Recruiting

#### CAREER FAIRS

Career Services and Advising hosts career fairs each semester. See upcoming events at: <https://app.joinhandshake.com/schools/1454>



#### INFORMATION TABLES

Employer information tables may be scheduled during the academic year (September-November, February-April) through the Career Services and Advising Center for appropriate locations on campus in order to share information about your organization and recruit for open positions.



#### ON-CAMPUS / VIRTUAL INTERVIEWS

Set up interviews with potential candidates on campus or virtually through Handshake. Reach out to Career Services and Advising Center to register.

#### CONNECTING WITH FACULTY / COURSES / STUDENT AFFINITY GROUPS

If you are interested in recruiting students in a specific academic department, speaking in front of a class, or connecting with a student affinity group on campus please contact Career Services and Advising. Career Services and Advising will act as liaison if the connection is welcomed by the group and an appropriate match.

## Opportunities to Connect with Students

### CAREER CONVERSATIONS

Career Conversations are industry specific panels that occur in-person and/or virtually to provide students with perspective from professionals in a specific area. The main goal is to present some information about the professionals and their fields, as well as create opportunities for students to ask questions and build professional networking relationships. These events are generally between 1–1.5 hours long. Past themes have included, Human Services HR Panel, Diversity of Careers in Criminal Justice, Biology and Chemistry Careers.



### INFORMATIONAL/MOCK INTERVIEWS

Volunteer to serve as a resource for students interested in learning more about a specific career field through informational interviews or as a practice interviewer for mock interviews



### INTERNSHIPS

The aim of every internship at Fitchburg State University is to connect students with meaningful, real-world experience through valuable, applied learning. Depending on the academic program, internships are available to undergraduate and graduate students either for academic credit or as non-credit experiences.

Before you recruit a Fitchburg State intern, make sure you have:

- A job description that clearly states your company's background, goals of the position and required skills
- Hours, salary, start and end dates (should correspond to semester dates)
- Internship positions should be posted on Handshake

We strongly encourage employers to compensate interns. Interns add significant value to your organization and a paid internship may also create a more competitive applicant pool.

Companies posting unpaid internships must make it clear the position is unpaid and are encouraged to review the [NACE position statement](#) on U.S. internships and compensation and the criteria put forth by the [U.S. Department of Labor](#) (DOL).

Ranked by *US News & World Report*  
as a **Top Performer in Social Mobility**



We are always interested in speaking with you directly about how to most effectively support your recruitment needs. Contact us!

### Susan Beddes

ASSOCIATE DIRECTOR FOR INTERNSHIP  
COORDINATION AND EMPLOYER RELATIONS  
sbeddes@fitchburgstate.edu  
978-665-3321