TIPS FOR SUCCESS

Schedule & Logistics for the Fair

Career Fair App
- Download the FREE career fair app available via iTunes and Google Play. Search for “SONK Career Fair Plus” to get a career fair map, employer descriptions, and table placements all conveniently on your smartphone!

Networking Session: 9:30 – 11:30 AM
During the networking session, candidates may visit with schools and inquire about afternoon interviews. If you schedule an afternoon interview, please note:
- Please press firmly and print your name legibly on the Employer Interview Schedule and on your Candidate Interview Schedule. These are carbon-copy sheets.
- At the conclusion of the networking session, turn in one copy of your Candidate Interview Schedule to the Information Table located in the lower level lobby (outside the banquet rooms.)

Some employers who do not yet know their hiring needs may choose not to interview today. Most interviews will take place after the event, but 2-3 afternoon interviews is the average. Over 600 interviews took place at the 2016 event!

Lunch Options
- A short lunch break is scheduled 11:30 AM -12:30 PM, however candidates are encouraged to take lunch at a time that works well with your scheduled interviews.
- A concession stand in the west concourse is open today between 11:00 AM-1:00 PM to offer quick and convenient food options for lunch. The food options are reasonably-priced: $3-$6 each.
- If you choose to leave campus and return, be sure to park in C-2 lot (east of Cintas Center) to avoid a ticket.

Interview Session: 12:30-5:00 PM
- Interviews will be scheduled for 20 minutes each unless the employer chooses to alter his/her schedule.
- When not interviewing, please wait patiently in the Candidate Waiting Area. This is an excellent time to review materials received during the networking session and to prepare for your next interview.
- Candidates may enter the Interview Session two minutes prior to his/her interview. Event volunteers will signal (via signage and/or verbally) when it is appropriate to enter the interview session for your interview. This is your signal to wrap up and/or go to your next interview. Do not enter the interview session prior to this time as it is important not to disrupt interviews that are taking place.
- If the employer is finishing up an interview upon your arrival, please wait patiently for the interview to conclude.
- Upon completion of your interview, please return to the Candidate Waiting Area or move on to your next scheduled interview (if applicable).

For more information, contact your career center:
Networking and Interviewing Tips

Networking Tips

- **Be strategic about which school districts you visit.** Be resourceful with your time. If some employers have shorter lines (even if they are not on your list to speak with) stop by to learn more about their opportunities.

- **Shake hands** (not too firm, 1-2 pumps, look the person in the face and smile when shaking hands).

- Hand the representative your resume then briefly introduce yourself
  - Name
  - Major/subjects
  - Graduation date
  - Opportunities you seek

- **Take a proactive approach and request an interview.**

- **Ask questions that spark conversation** (some examples):
  - What positions are available at your organization?
  - What is the application process?
  - What are you seeking in quality applicants?
  - What advice would you offer someone who wishes to work for your district/organization?
  - What is the best part of working at ______?
  - Tell me what you like about your current role?

- **Ask for a business card or contact information**
  - Send an email or note after the job fair. Thank them for their time, acknowledge any opportunities you may be interested in, include a copy of your resume, and, if requested, provide any additional information.

- **Thank the person** (smile):
  - Show appreciation by saying something such as “Thanks for your time, I really enjoyed meeting you.”

Interview Tips

- Arrive in the candidate waiting area 10 minutes prior to your interview. Event staff will notify you (via signage and/or verbally) when it is appropriate to enter the interview session for your interview.

- **Be prepared for questions**, such as:
  - Why did you choose this profession?
  - Describe your typical class period.
  - Describe a lesson which was particularly successful by walking me through each stage from planning through delivery.
  - Describe how you have differentiated a lesson to accommodate varying student needs.
  - How do you measure student success?
  - Tell me about your classroom management approach.
  - What was the most challenging aspect of your student teaching experience?
  - How has your education prepared you for this position?
  - What are your long-term goals?

- At the end of the interview, **be prepared to ask your own questions**, such as:
  - How engaged are the parents in your district?
  - What technology is used in your school?
  - What makes a teacher successful in your district?

Before you leave today, please visit the Information Table to complete an evaluation of the Southwest Ohio/Northern Kentucky Education Career Fair. Your feedback will help us to continually improve this event in years to come.

GOOD LUCK!