



Candidate FAQs

Why should I attend the Education Career Fair?

There will be over 100 districts in one place at one time ...so it's an efficient way to market yourself to many districts at once. You'll meet superintendents, principals, and recruiters who influence the hiring decisions for their districts. During these conversations, you'll find out what makes each district unique and hear more about their educational philosophies, missions, and classroom management styles. Attendees do get hired as a result of the Fair. You may receive an offer on the spot or a call a few months later due to the invaluable connections made that day.

What is the schedule for the day?

Candidate check-in begins at 8:30 a.m. in the Cintas Center on Xavier University's campus. Candidate Orientation will take place at 9:15 a.m. followed by professional networking from 9:30 a.m. – 11:30 a.m. Scheduled interviews will occur between 12:20 p.m. – 5:00 p.m. **RSVPs for the Fair are not required.** Candidates from universities who have access to Handshake may choose to register [by clicking here](#).

Candidates are REQUIRED to attend the morning networking event in order to be able to interview in the afternoon!

Where do I go when I arrive to the Career Fair?

Free parking is available in the Cintas Center East Parking Lot (C-2). No parking pass is required on the day of the event. Click here for directions and a campus map to [1624 Herald Avenue, Cincinnati, Ohio 45207](#).

What do I need to do before the Fair?

Do your research so that you can speak comfortably with employers about their district. Spend time gathering information from district websites, connect with current employees or parents, and conduct informational interviews with those in positions that appeal to you. Visit your university's Career Center to obtain additional resources.

How do I know which schools and districts will be participating?

Candidates can see the list of participating employers by [clicking here](#).

What do I need to bring to the Career Fair?

Prepare your job materials such as your resume and portfolio. Remember these tips:

- Print your documents on high-quality paper.
- Include your academic achievements, licensure credentials, teaching experience, and any leadership and/or community involvement that sets you apart from other candidates.
- Print a separate page of references (name, title, organization, phone number, email) to provide upon request. Don't forget to ask your references before including them.

- Use your portfolio to showcase YOU as a qualified candidate! Include your resume, philosophy of education, work samples, photos, and letters of reference.

What is appropriate attire for the Education Career Fair?

Your appearance should complement your accomplishments and skills, so dress the part! You want your attire to convey a professional image.

- Candidates are encouraged to wear a suit or pant suit.
- Be mindful of fit and length.
- Professional closed toe shoes - which are comfortable as you will be on your feet most of the day.
- Hair should be neatly groomed.
- Nails should be clean and trimmed.
- Makeup, accessories, and fragrance should be kept to a conservative minimum.

How should I prepare for the networking session?

Prepare an “elevator speech” or brief overview of your background, accomplishments, and career goals.

Candidates will receive a map of the venue with table locations for each of the [participating employers](#) when they arrive in the morning. Be strategic about the districts you choose to visit during the networking session. Be resourceful with your time - if some districts have shorter lines (even if they are not on your list), stop by to learn more about their opportunities and practice your speech. Take a proactive approach and request an interview.

How should I prepare for the interview session?

- Arrive in the Candidate Waiting Area 10 minutes prior to your interview. Be prepared for various types of questions, such as:
 - Why did you choose this profession?
 - Describe your typical class period.
 - 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?
- 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?

Where can I go for lunch?

- A concession stand in the Joseph Suite (behind Candidate Check-in) will be open during the lunch break. Food options will be available for purchase and may include items such as pizza, chips, candy, fruit, granola bars, sodas, water, etc.
- The Gallagher Student Center offers Victory Perk with grab-and-go lunch options.
- Justice Hall offers the James E. Hoff Dining Commons and Currito Burrito.
- Candidates choosing to leave campus for lunch should be mindful of the time and be sure to park in C-2 lot (east of Cintas Center) upon return to avoid receiving a ticket.

Who do I contact for more information?

Contact your campus career services office for further help preparing for the Education Career Fair.