



FACULTY MENU OF SERVICES

Complement your course's professional development goals by engaging with what the UTEP Career Center has to offer. Our staff can provide engaging in-class and virtual career readiness resources.

STUDENT SERVICES

- ✓ **Résumé Review:** To secure an internship, it is critical that students articulate their experiences, leadership and skills on their résumés. UTEP Student Learning Outcomes: Communication, Critical Thinking.
- ✓ **Career Fairs:** Early interaction with professionals in a wide variety of career paths can help our first-generation students reaffirm their major selections. Encourage your students to attend these events to engage with employers. UTEP Student Learning Outcomes: Communication, Leadership.
- ✓ **Interview Coaching/Mock Interviews:** Encourage your students to practice their communication and critical thinking skills by participating in one of these sessions. Their confidence during a mock interview will be enhanced. UTEP Student Learning Outcomes: Communication, Critical Thinking, Confidence.
- ✓ **Employer Information Sessions:** Students who attend these sessions will evaluate career goals and employment opportunities. They will enhance their career awareness and communication skills. UTEP Student Learning Outcomes: Critical Thinking, Communication.

Help Miners solidify their future career plans by exposing them to professional development resources found at the Career Center and throughout campus.

BE A CAREER CHAMPION



Empower your students to identify their purpose and reach their career goals.

2023-2024 CAREER EXPLORATION DATES

Work @ UTEP Job Fair

Wednesday, Sept. 6 | Thursday, Sept. 7

Career Week

Monday-Friday, Sept. 11-15

Career EXPO

Thursday, Sept. 21 | Friday, Sept. 22

Graduate and Professional Schools Fair

Wednesday, Oct. 4

Graduate and Professional Schools Week

Monday-Friday, Oct. 9-13

Career Center Open House

Wednesday, Oct. 25

Spring Career Fair

Thursday, Feb. 1 | Friday, Feb. 2

Miner Manners: Mastering Dining Etiquette

Thursday, Mar. 7

Internship Week

Tuesday-Friday, Mar. 19-22

Internship and Part-time Job Fair

Thursday, Mar. 28

CAREER CENTER LIAISONS

These dedicated staff members are ready to meet one-on-one with your students. We understand that each academic major is unique, so we have assigned staff for each college. Learn about each liaison in the **About Us** section at utep.edu/careers.

CAREER CLOSET: FIRST IMPRESSIONS MATTER

Students who need professional clothing for an interview or professional event can take advantage of the Career Closet. It is a free 7-day lending service available to current UTEP students.

CAREER READINESS WORKSHOPS

According to the National Association of Colleges and Employers (NACE), there are eight career readiness competencies sought by employers hiring new grads, not surprisingly, these are aligned to UTEP's student learning outcomes. The Career Center offers a number of workshops to prepare students for the workplace in which we cover these eight competencies.

NACE skills:

- Creativity and Problem Solving
- Communication
- Teamwork
- Digital Technology
- Leadership
- Professionalism/Work Ethic
- Career Management
- Global/Intercultural Fluency

Schedule your session by emailing Claudia Dominguez at cpdominguez@utep.edu.

Workshops include:

- Crafting an Effective Résumé
- Finding an Internship
- Mastering the Interview
- Preparing for Graduate School

For a full list of available workshops visit:

utep.edu/careers/workshops



One week's advance notice will give us the best opportunity to meet your request.

INTERNSHIPS



Studies show that students who complete an internship are 85% more likely to have a job after graduation.

Encourage your students to participate in internships or co-op experiences that offer the opportunity to gain valuable employment skills and professional connections. The Career Center's Internship Program helps Miners find and apply for internships. Refer your students to our team by emailing us at internships@utep.edu or by visiting utep.edu/careersinternships.

"I learned that there's no limit when it comes to career paths with a bachelor's degree in Arts. It's up to you to see how your knowledge pairs up with your interests...creative thinking comes in many ways, as people in the Arts we tend to see the world from a different perspective, and that perspective is a valuable one."

-Paulina V.T., *The Museum of Us*, a Smithsonian Affiliate

QUESTIONS FOR STUDENT REFLECTION AND DISCUSSION

- How does your degree connect to other careers or professions?
- Have you visited the University Career Center?
- Are you considering undertaking an internship, research work, or volunteering to learn about your career choices?
- Will you need to attend graduate school to reach your career goals?

Are employers contacting you to hire students?

Refer them to the University Career Center at 915-747-5640 or careers@utep.edu.

Let us know how we can partner with you and start the conversation!

Betsy Castro | Director of the University Career Center
bcastro@utep.edu



UNIVERSITY CAREER CENTER

IN OFFICE AND VIRTUAL
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utep.edu/careers