WORK STUDY STUDENTS NEED TO EARN MONEY? Do you have a Federal Work-Study award but not sure how to start earning your funds? Come to this workshop to find out before it's too late! Learn more about the Work-Study job search process, resume and interviewing tips, and getting hired or on campus. Bring your laptop or computer to type or enjoy this interactive experience. Students who have previously attended a Federal Work-Study orientation are welcome but not required to attend.

WORK STUDY Orientation Th 5/6 3-4p HUB 268

CHOOSING A MAJOR Need to declare or change your major? Confused about majors and careers and not sure what to do or who to talk to? Don't panic! Come to this workshop and learn how to find a major that fits with your abilities, interests, personality and values.

Upperclassmen W 5/8 3-4p HUB 268

Let the Career Center help you explore, plan, and set goals to get your career plan on track. Each semester we team up with this FREE workshop to help you prepare for the job after college. Your career plan starts now!

1st Year W 4/18 3-4p HUB 355 2nd Year W 4/19 3-4p HUB 268 3rd Year M 5/2 3-4p HUB 268 Senior M 4/12 11a-12p HUB 268

REVIEW WRITING An effective resume will set you apart from the competition. Whether you are planning to strategically craft a resume that will grant you results. This workshop will guide you on how to format and develop a dynamic resume that will enable you to enhance your employability, and tips on resume and tips on resume writing. Do's.

W 3/30 11a-12:30p HUB 268 M 5/2 12-1p HUB 268 T 5/10 10-11:30a HUB 268

COVER LETTER WRITING It is very important to always send a cover letter along with an application or resume to an employer. It’s your chance to introduce yourself and show the prospective employer how your background fits their particular job. Come and learn how to write an effective and original letter in this workshop.

M 4/18 2-3p HUB 268

GRADUATE STUDENTS ONLY W 5/1 11-12:30p HUB 355 M 4/14 12-1p HUB 355 M 4/4 12-1p HUB 355 T 5/3 2-3p HUB 268

DINING ETIQUETTE SKILLS Dining etiquette can be critical to your career and job search success! Employees want to see you in professional situations to know how you conduct yourself, particularly if you want to move up in your career, and for company representatives. Employees from different industries! Every session provides a fun, informal, and engaging learning environment that will help you get your foot forward towards getting that job. This workshop will show you from what to wear, how to act, provide you with sample questions, and ultimately it will prepare you to give an excellent interview that will help you get the job.

Th 3/11 1:30-2:30p HUB 268 T 3/23 1:30-2:30p HUB 268 INTERNSHIP FOR BEGINNERS M 5/2 2-3:30p HUB 355

HOW TO GET YOUR JOB INTERVIEWED Do you REALLY know what it takes to be a successful Interviewee? Do you know all the do's and don'ts of an Interview? If not, this workshop will teach you what you need to do in order to put your best foot forward towards getting that job. This workshop will guide you from what to wear, how to act, provide you with sample questions, and ultimately it will prepare you to give an excellent interview that will help you get the job.

M 5/4 2-3:30p HUB 268

JOB DISCOVERY SERIES

Career for every major, putting your degree to work. Come chat with employers from different industries! Every session opens with an overview of career trends. No registration required.

NORTHWEST YOUR WAY TO A JOB Have you ever heard the term 'soft skills' or what you know and why you know? Networking could be the best reward on your resume and when it comes to landing your next job. The tool to start connecting with others is now. Attend this workshop and learn how networking actually is, how to get started, basic tips on maintaining your contacts, and how to build new connections. Warning. Don't wait until you need a job to attend this workshop because you will start networking now! HOW TO GET A JOB! Have you been looking for a job, but have you considered what it takes to be successful once you get there? Professionalism, work ethic, and communication skills are consistently among the top five "very important" abilities for job success for new work outcomes. Employers are looking for employees who are looking for these qualities during the hiring process, as well as people who have the patience and time period when you first get the job.

M 4/4 1-2p HUB 268

EMPLOYER LEADERSHIP PROGRAMS FOR 1ST YEAR STUDENTS Do you want to do your first student internship in a building leadership skills? Did you know that many employers offer full-time job programs for students just starting out in college to engage in skill building and learn about the industry? Join and learn about those experiences and the potential career path to see if it's right for you.

M 4/1 11-12p HUB 268 T 4/2 1-2p HUB 268

CAREER CENTER DROP-IN IN LIMA ATTENTION UCR STUDENTS ONLY! Stop by the Lima Center on Wednesday between 1-2p to meet with a Career Counselor. The counselor will assist you with Job/Internship search, resume/cover letter, and any other questions related to your career planning. No appointments needed. Every Wed. 1-2p Olmsted 2340

CAREER CENTER SPRING PROGRAMS 2015-2016

BRING YOUR OWN LAPTOP TO WORKSHOPS FOR AN INTERACTIVE EXPERIENCE

The UCR Career Center would like to thank and acknowledge our 2015-16 Alliance Partners for their financial contributions which help the Career Center to provide premier career services to UCR students. Alliance Partner companies join with the Career Center in providing professional assistance to UCR students in the areas of career development, career employment and internship opportunities. Through their generosity the Career Center is able to also provide special programming such as peer advising, virtual workshops, podcasts and other special programs. The UCR Career Center also would like to thank and acknowledge our 2015-16 Alliance Partners for their financial contributions which help the Career Center to provide premier career services to UCR students. Alliance Partner companies join with the Career Center in providing professional assistance to UCR students in the areas of career development, career employment and internship opportunities. Through their generosity the Career Center is able to also provide special programming such as peer advising, virtual workshops, podcasts and other special programs.
# Spring Quarter 2016 Calendar of Events

For program updates, go to careers.ucr.edu. Students are welcome to attend any programs regardless of major. Don't forget to RSVP at careers.ucr.edu!

## Week 1
**March 28**
- Networking Your Way to a Job
  - Featuring Kohl’s
  - Kohl’s Information Table 11a-3p, Bell Tower

**March 29**
- Career Station
  - 11a-1:30p, Bell Tower

**March 30**
- Kohl’s Open House
  - 11a-12p, HUB 265
  - Resume Writing*
  - 11a-12:30p, HUB 355
  - Career Center at SoBa:
    - Drop-In Hours 2-4p, Olmsted 2340

## Week 2
**April 4**
- Get to Know GEICO
  - 11a-12p, HUB 265
  - Technical Job Search & Networking Featuring GEICO
  - 11a-12:30p, HUB 268

**April 5**
- How To Make A Great First Impression At A Career Fair Featuring GEICO
  - 10-11:30a, HUB 269

## Week 3
**April 11**
- Resume Writing*
  - 12-1p, HUB 268

## Health Professions Week
**April 12**
- Graduates in California Featuring GEICO
  - 11a-12p, HUB 260

**April 13**
- US Navy Information Table
  - 10a-2p, Bell Tower

## Week 4
**April 18**
- Celebrating Successful Students And Alumni Featuring Foresters Financial
  - 11a-12p, HUB 268

## Week 5
**April 25**
- LinkedIn: How To Build Your Profile
  - 10-11a, HUB 269

## Week 6
**April 26**
- Career Station
  - 11a-12a, Bell Tower

## Week 7
**April 30**
- Career Station
  - 11a-1:30p, Bell Tower
  - The Nuts & Bolts Of Internships
    - Spring 2016 Edition
    - 12-3p, HUB 268
  - Beyond Academia: How to Work a Networking Event
    - Good Students Only 12-1-11p, HUB 260

## National Student Appreciation Week
**May 1**
- Career Station
  - 11a-1:30p, Bell Tower
  - Career Center at SoBa:
    - Drop-In Hours 2-4p, Olmsted 2340

## Week 8
**May 16**
- Career Station
  - 11a-1:30p, Bell Tower
  - Career Center at SoBa:
    - Drop-In Hours 2-4p, Olmsted 2340

## Week 9
**May 23**
- Career Station
  - 11a-1:30p, Bell Tower
  - Where Are The Jobs?
    - The Hidden Job Market
    - 10-11a, HUB 268

## Week 10
**Memorial Day Holiday**
- Spring Job Fair
  - 11a-1:30p, HUB 260