



Career Services is here to help students get **CAREER READY!** Our focus is to assist students with their POST-GRADUATION success. Our staff works with first year through graduate level students. Our office is open Monday-Friday from 7:45am – 4:30pm daily. Drop-in hours are:

- ♦ Mondays from 12:30pm – 2:30pm
- ♦ Tuesdays from 1:00pm – 3:00pm
- ♦ Wednesdays from 9:00am – 11:00am



## Spring 2020 Job & Internship Fairs

### Spring Job & Internship Fair

Tues., March 3 9:30am-1:00pm Phoenix ABC, UU  
Wed., March 4 9:30am-1:00pm Phoenix ABC, UU

### WERF – Wisconsin Education Recruitment Fair

Thurs., March 5 3:00pm-7:00pm Madison, WI

### VIRTUAL Wisconsin Education Recruitment Fair

Tues., March 10 11:00am-6:00pm On-line/Virtual

### UW-Green Bay Education Fair

Thurs., April 9 4:00-6:30pm Phoenix Rooms



## Mock Interview Days for Spring 2020

Practice your interview skills **BEFORE** it impacts a hiring decision. Advance sign-up in Handshake. Resume required. 30-minute interview with employer. Do not miss this incredible opportunity to improve your skills.

Tues., Feb. 25 8:00am-4:30pm SS1600, Career Svcs  
Wed., Feb. 26 8:00am-4:30pm SS1600, Career Svcs  
Wed., April 15 8:00am-4:30pm SS1600, Career Svcs  
Thur., April 16 8:00am-4:30pm SS1600, Career Svcs



## Spring 2020 Workshop & Events Calendar

### SPECIAL PROGRAMS

#### Suit Up with JCPenney

Sun., Feb. 9 6:00pm-8:00pm JCPenney, Ashwaubenon

#### Professionalism Defined

Mon., Feb. 10 12:30pm-1:30pm Phoenix B, UU

#### Careers in Business

Wed., Feb. 12 2:15pm-3:35pm Christie Theatre

#### Writing and Communication Tips for Your Career

Tues., Feb. 18 11:00am-12:20pm Phoenix B, UU

#### Everyone Leads: Are You Ready When Opportunity Knocks?

Wed., Feb. 19 12:45pm-2:00pm Phoenix B, UU

#### Professional Photo Booth

Tues., March 3 9:00am-1:30pm Near Bookstore  
Wed., March 4 9:00am-1:30pm Near Bookstore  
Thurs., April 9 4:00pm-6:30pm Near Bookstore

#### Dine Like a Professional Etiquette Lunch

Mon., Feb. 24 12:30pm-2:00pm Weidner Center

#### Munchies & Mingling

Thurs., Feb. 20 2:00pm-3:30pm 1965 Room, UU

#### Elevator Pitch Competition with Austin E. Cofrin School of Business and Networking Event

Tues., March 10 5:00-7:00pm Phoenix B, UU

### WORKSHOPS

#### Creating a Resume 101

Thurs., Feb. 6 2:00pm-3:00pm Alumni Room, UU

#### Interviewing Basics – Make A Great Impression

Thurs., Feb. 13 2:00pm-3:00pm Alumni Room, UU

#### LinkedIn – The Basics to Get Started

Wed., Feb. 5 12:45pm-1:45pm 1965 Room, UU

#### The Basics of Applying to Graduate School

Tues., Feb. 18 12:30pm-1:30pm Alumni Room, UU



## Job Outlook '20: Employers Rate Competencies & Attributes

Job Outlook 2020 is a survey of employers that hire entry-level professionals conducted by NACE, the National Association of Colleges & Employers. Employers rated the essential need of eight career readiness competencies. Employers also ranked the influence of candidate attributes in hiring & attributes they seek on candidate resumes.

Competencies	Avg. Rating
Critical Thinking/Problem Solving	4.65
Teamwork/Collaboration	4.57
Professionalism/Work Ethic	4.48
Oral/Written Communications	4.35
Leadership	3.63
Information Technology Application	3.61
Career Management	3.32
Global/Multicultural Fluency	2.83
(5-point scale, where 1=not important and 5=extremely important)	

Internship experience does make a difference when employers make decisions about candidates.

Influence of Candidate Attributes	Avg. Rating
Has completed an internship w/organization	4.6
Has internship experience in your industry	4.4
Major	3.9
Has held leadership position	3.9
Has general work experience	3.6
Involved in extracurricular activities	3.6
High GPA (above 3.0)	3.5
Has no work experience	3.4
School attended	2.7
Has done volunteer work	2.7
Is fluent in a foreign language	2.2
Other	2.1
Has studied abroad	2.0

(\*5-pt scale: 1=No influence at all, 2=Not much influence, 3=Somewhat of an influence, 4=Very much influence, & 5=Extreme influence.)

A well-written resume appears to be important for graduates as employers seek proof of solid written communication skills on a candidate's resume.



## Suit-Up and Get Dressed for Your Future Interviews

Career Services is partnering with JC Penney in Ashwaubenon to offer a special, after-hours Suit-Up event for students. This special shopping event is scheduled for **Sunday, February 9, 2020 from 6-8pm at the JC Penney store located in the Village at Bay Park at 800 Willard Drive.**

Professional men's and women's clothing, along with medical and health professional scrubs will be available at a significant discount. Students and alumni of UW-Green Bay will be able to shop and utilize a 30% coupon off the sale price. Career Services will be giving away EIGHT gift cards to JC Penney with each gift card valued at \$25. Bus transportation will be offered from UW-Green Bay. Students are asked to register in advance via Handshake.



## Network with Area Young Professionals

Current is the area young professional group with the Greater Green Bay Chamber of Commerce. Membership in Current is open to UW-Green Bay students since UW-Green Bay is a corporate member. Current provides an opportunity for individuals to participate in professional development, social networking and community engagement opportunities within Greater Green Bay. Students can join **FREE** & register for events at the link below:  
<https://www.greatergbcc.org/workforce/current-young-professionals/>



## Dress for Success to Get Your Foot in the Door

Professional attire is essential when making a class presentation, participating in an interview or attending a professional event.

Unfortunately, not every student has the resources that would allow them to present themselves professionally. Our Career Closet provides current students with professional attire for presentations, interviews, networking events, & other occasions where they need to make a positive first impression. Our closet is open from 8 a.m. – 4 p.m., Monday-Friday. Currently enrolled UW-Green Bay students may visit the Career Closet & select/receive up to five items each semester to **KEEP**. Students must present their student I.D.



## Professional Photo for LinkedIn & Handshake

Photos in the job search have typically been TABOO, especially when appearing on a candidate's resume. The use of LinkedIn, other forms of social media and Handshake as means to network with employers and alumni create a **critical need** for professional photos. Get a **FREE** photo taken on these dates.

Tues., Mar. 3	9:00am-1:30pm	Near Bookstore
Wed., Mar. 4	9:00am-1:30pm	Near Bookstore
Thurs., Apr. 9	4:00pm-6:30pm	Near Bookstore

Photos will be emailed directly within 10 days following the photo booths. Students are able participate in any or all of the photo booths.



## 30 Largest Private Employers in the Green Bay

Released in Fall 2019, these are the 30 largest private employers based on number of employees as of October 2019. Many employers on the list are strong partners of UW-Green Bay in terms of recruiting, internships & field placements for students.

- #1 – Bellin Health
- #2 – Humana
- #3 – Oneida Nation
- #4 – Schneider
- #5 – Aurora Health Care
- #6 – Georgia-Pacific
- #7 – UnitedHealthcare
- #8 – HSHS St. Vincent Hospital
- #9 – American Foods Group
- #10 – Prevea Health
- #11 – JBS Green Bay
- #12 – Wal-Mart Stores, Inc.
- #13 – Green Bay Packaging, Inc.
- #14 – Associated Banc-Corp
- #15 – Festival Foods
- #16 – Wisconsin Public Service
- #17 – Ameriprise Auto & Home Insurance
- #18 – KI
- #19 – Belmark, Inc.
- #20 – Schreiber Foods, Inc.
- #21 – Paper Converting Machine Company
- #22 – Procter & Gamble Paper Products
- #23 – RR Donnelly
- #24 – St. Norbert College
- #25 – Nsight & Cellcom
- #26 – Nature's Way
- #27 – Tweet-Garot Mechanical, Inc.
- #28 – ProAmpac
- #29 – Salm Partners
- #30 – HSHS St. Mary's Hospital Medical Center

Additional information is available here:  
<https://www.greatergb.org/media/5799/factbook2019issuu.pdf>