

Preparing for the ...



Presenter: Christine Routzahn, Director, Career Center

Update:

130+

Employers are
Registered to Meet
UMBC Talent- that
means YOU!

What We're Going to Cover

1. What is a Career Fair
2. Pre-Event Preparation-
How to Make a Great
Impression
3. The Pitch
4. Support & Resources
5. Q&A



**Have you ever been to a career fair?
What did you think?**

What is a Career and Internship Fair?

- A Career and Internship Fair is an event that gives students and employers a chance to meet one another, establish professional relationships, and discuss potential job and/or internship opportunities.

Career & Intern Fair Benefits



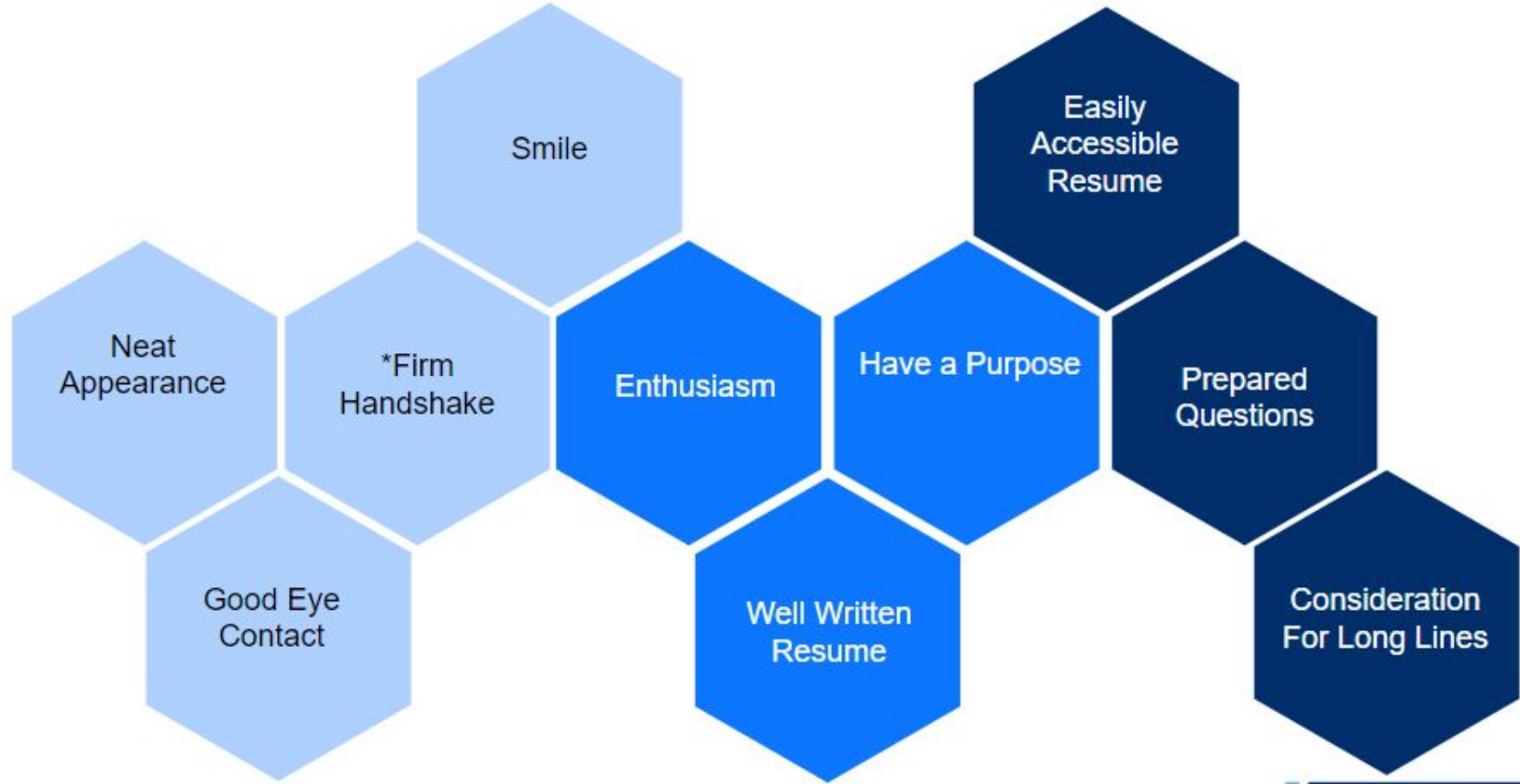
- Opportunity to interact with many employers all in one place
- Practice and enhance your networking skills
- Discover a myriad of internship and job opportunities
- Establish professional relationships and gather contact information from employers
- GET HIRED

Career Fair Ready

Types of Student Attendees and ALL ARE WELCOME



Attributes Recruiters Appreciate



Pre-Event Preparation:

What's Expected of Attendees

Attendees should:

- Identify target organizations and conducted research
- Prioritize the list of participating employers and determine which ones are of interest and align w/your values
- Present a pitch that addresses specific position types and how their interests and skills align with the employer's needs
- If qualified, apply or plan to apply to positions of interest

Prepare Your Pitch:



- Name, field of study/major, graduation month & year
- Types of positions you're looking for (be specific!)
- Key experiences and skills
 - Internships/Work experience
 - Volunteering
 - Campus involvement
 - Coursework/projects
 - Skills – technical, “soft”
- What attracted you to this employer?

Introduction: Prepare Your Pitch:

Attributes

Be prepared

Keep it BRIEF

Speak confidently

Speak clearly

Smile

Content

Name

Major

Year in school

Additional
personal info

Co-op, intern or
full-time

Perfect Your Pitch

Which candidate would YOU pick?

“Hi, I’m Victor. My major is information systems and I am looking for a job. What positions does your company have open?”

A RECOMMENDATION:
Perfect your pitch prior
to entering the event.

“Hi, I’m Christine. I’m a junior majoring in information systems and will graduate in May 2026. Last summer I interned in operations at Morgan Stanley, where I gained hands-on finance experience. On campus, I’ve strengthened my leadership skills as an officer in several organizations, coordinating events and leading teams. I’m excited about your entry-level roles and would love to learn more about what you’re looking for in strong candidates.”

Practice Your Pitch:



- Name, field of study/major, graduation month & year
- Types of positions you're looking for (be specific!)
- Key experiences and skills
 - Internships/Work experience
 - Volunteering
 - Campus involvement
 - Coursework/projects
 - Skills – technical, “soft”
- What attracted you to this employer?

Pre-Event
Preparation:

Research the Employers

Research the Employers-

- Review the List of Attending Employers.
- Log into Handshake to explore employers attending and job opportunities.
- Prioritize the list of participating employers to make the most of your time.
- Come prepared with questions that show you've done your research and convey your level of interest in the organization's opportunities.

Pre-Event Preparation:

Sample Questions to Ask



About the Company

- “How would you describe the culture at [company name]?”
- “What skills or qualities help new hires succeed the most in your organization?”



About the Role / Opportunities

- “Could you tell me more about the entry-level opportunities available for someone with my background?”



About Recruiting Process

- “What’s the timeline for your recruiting process?”
- “Are there particular skills or experiences you look for in student applicants?”



Wrapping Up

- “Is there someone on your team you’d recommend I connect with to learn more?”
- “What’s the best way to stay in touch after today?”

Pre-Event Preparation:



Career Fair Tips



Get your resume reviewed & bring at least 15 copies.



Be ready to chat with representatives

Dress Professionally/nicely



“Arrive” early to maximize time with employers.
(bring you student ID card!)

Get Insights (Attire Recommendations)

Recommended

Business casual to professional dress. Safe bets: dress pants, suits, skirts, dresses, blazers, jackets, closed-toe dress shoes

Not Recommended

Jeans, shorts, t-shirts, sneakers or athleisure clothing. Avoid revealing clothes, items with tears/holes

When in Doubt

Google business casual! Ask yourself: Would you wear it to an interview?



Career Fair “Don’ts”



- **DON'T** share the same pitch repeatedly. **INSTEAD**, tailor your pitch.
- **DON'T** ask, “What does your company do?” **INSTEAD**, showcase the research you have done into the employer and your fit for it.
- **DON'T** ask, “What jobs are available?” **INSTEAD**, say, “I’m interested in the [blank] position.”
- **DON'T** be too modest. **INSTEAD**, give specific examples of your strengths and skills.
- **DON'T** begin with “Do you hire international students?” **INSTEAD**, do begin with questions that will get a conversation started and let the employer learn what you bring beyond being international.

What to Do After a Career Fair

Follow-Ups:

- Formally submit resumes if requested by employers
- Send recruiters a follow-up email a day or two after the event thanking them for speaking with you and referencing something specific from your interaction.
- Add recruiters on LinkedIn, and make sure to keep your LinkedIn profile up-to-date.
- Let recruiters know when you have sent in your applications for the positions.
- Follow employers on Handshake!

Handshake

**Complete
your profile
for a tailored
experience**



careers.umbc.edu/handshake

**Increase your visibility to recruiters and
get personalized job recommendations**



FALL CAREER & INTERNSHIP FAIR

**Wednesday,
September 17**

11:30 a.m. - 3:30 p.m.

RAC Arena



Final-year students, ready to land your future before graduation?

CAREER LAUNCH



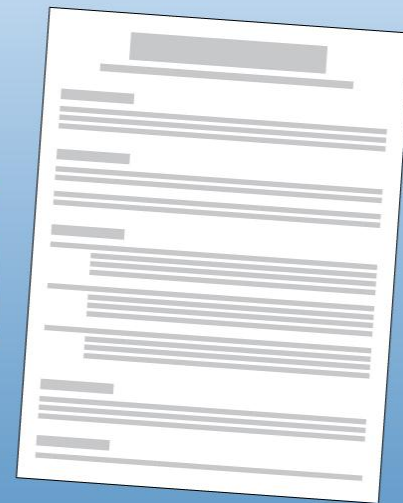
CONFERENCE

Friday, Sept. 12, 2025

12 – 4 p.m. UC Ballroom

Registration required

careers.umbc.edu/launch/



Get your resume reviewed and advice to make the most of the Fall Career & Internship Fair.

Tuesday, September 9, 2025

10:00 am to 4:00 pm

Career Center- Math/Psychology 201

Thank you
for joining us!
We look forward
to working with
you on your
career journeys.

Questions?

