Welcome to Spring Term!

Career Fair Registration is Open!

Register in CareerConnect today!

**Date:** Tuesday, May 10, 2016  
**Time:** 11:00 am - 3:00 pm  
**Cost:** $425 (corporate) $275 (government) $125 (nonprofit)  
**Majors Attending:** Students from the 120 majors and minors across PSU’s eight Schools and Colleges

Spend an Afternoon @ ACS: Mock Interviews
PSU will award over 3,200 degrees this June. In addition, PSU’s undergraduates are now preparing for summer internships. As part of our series of events leading up to the May career fair, we invite our employer partners to help our upcoming grads and students sharpen their skills by signing up as a mock interviewer! Minimum time commitment is one hour, maximum is two hours. Sign up here: bit.ly/mocksingup

Thank You!
Hiring Summer Interns Is Simple. Let Us Help You Get Started!

Many employers have projects they would like to complete, or research they would like to carry out, but don’t have quite enough staff bandwidth to dedicate to these tasks. Consequently, they get put on hold until “someone” has the extra time in their schedule. This can be a great reason to bring in an intern – a student whose academic work aligns with the work you are hoping to complete and one who is looking to gain real-world experience.

While bringing in an intern may seem daunting, the process is simple if you know how to begin. Here is a straightforward approach to creating a mutually beneficial internship experience and developing ongoing best practices for providing your intern with a supported learning experience:

**Getting started:**
- Identify organizational need
- Write a comprehensive position description
- Identify an on-site mentor/supervisor to supervise the intern
- Determine time commitment and duration (there are limitations for unpaid internships)
- Determine compensation
- Post your position on CareerConnect

**Best practices for ongoing support:**
- Outline the scope of the position in writing for the intern
- Help the intern develop learning objectives
- Appoint a mentor/supervisor
- Provide adequate workspace and tools
- Provide an orientation to worksite and organizational policies
- Find ways to help students develop professional-level skills
- Provide regular feedback to your intern throughout the duration of the internship experience
- Take the time to do an exit interview and offer a final evaluation of your intern’s work at your organization

For more detailed information on internships and to post your opportunities, go to [www.pdx.edu/careers](http://www.pdx.edu/careers) or contact:

Jeanne Ellis, Internship Advisor, or
Aidee Casillas, Employer Relations Assistant

Connect with PSU Students

Viking Visits are an opportunity for PSU students to get an exclusive look into the inner workings of local companies and organizations. It is an opportunity for you to talk with students about the skills, knowledge, and abilities needed for a successful career in your industry. Past visits have included Wieden + Kennedy, Laika, and Green Zebra. ACS staff will be planning a Viking Visit for each term beginning in Fall 2016. If your organization is interested in participating, please fill out this [interest form](http://www.pdx.edu/careers).

Survey: How Can We Serve You Better?

The Employer Relations team is in the process of reimagining some of the services we provide and we would welcome your feedback. Your input is critical to our successful partnerships as we are here to serve you. What are your thoughts on the following:

- Timing of the career fairs: are they conducive to your hiring schedules?
- Events or programming throughout the year: what other engagement opportunities would you like to see us offer?
- Working with you: are you interested in participating on an Employer Relations Advisory Board?

Email your comments to: hirepsu@pdx.edu
PSU News

PSU Receives Grant

Last November, PSU Provost Sona Andrews participated in the 2015 Innovation Pitch Challenge hosted by the Association of Public and Land-grant Universities (APLU). PSU received $105,000 for its efforts in innovating efforts to boost student success and close the achievement gap.

PSU was honored for its “Super Awesome Degree Maps,” a “dynamic, mobile friendly tool that helps students make informed and proactive decisions around academic, career, and financial planning.” The tool aims to help students readily access the kind of information that will help them make informed decisions and lead to academic success.

Click here for more info about APLU’s “Project Degree Completion.”

La Casa Latina & ACS Present: Leading Latin@’s Series

With grant support from the Oregon Community Foundation ACS is pleased to partner with PSU’s La Casa Latina to present a series of professional growth and leadership events that aim to help prepare students for internships, jobs, and career fairs after PSU. These events serve to engage PSU’s Latin@ students in leadership with local Latin@ business leaders. The program of events include:

- Meet & Greet Welcome Reception
- Writing Resumes & Cover Letters Workshop
- Employer-Led Mock Interviews
- Employer-Led Resume Critiques
- Internship Workshop
- Closing Networking Reception

Questions? Contact Jeanne Ellis: jmellis@pdx.edu

Employers on Campus Events

Each term employers from a variety of industries connect with students via info sessions/tables, Workshops with a Pro, resume reviews, and more. Employers share information about their organizations’ career pathways and spend time networking with students.

Here is a sampling of Employers on Campus this term:

- American Red Cross: Info Session
- Business Education Compact: Mock Interviews
- City of Portland Bureaus of Environmental Services & Technical Services: Info Sessions
- Kelly Services: Info Table
- Progressive Insurance: Lunch with African-American Student Services
- Laika Studios: Info Session and Panel

Contact Aidee Casillas to explore ways to get involved.
PSU Employer Relations Team

Our team is your main resource for connecting to students, faculty, and staff on campus. We can help you post jobs and internships, participate in Career Fairs, connect to specific schools and colleges within the university, and more.

Ann Mestrovich, Employer Relations Coordinator
503-725-4640
ann.mestrovich@pdx.edu
Ann directs the employer relations initiatives for Advising & Career Services and is the primary liaison between PSU and the employer community. She can assist employers with developing customized recruiting plans and strategic outreach to the campus community. She helps employers achieve their hiring goals by identifying the best strategies for educating students about career opportunities and pathways.

Aidee Casillas, Employer Relations Assistant
503-725-4614
aidee@pdx.edu
Aidee assists the Employer Relations team and all prospective and existing employers. She is here to welcome employers to campus, help manage the logistics of campus visits, assist with job and internship postings, and connect employers with the resources they need.

Jeanne Ellis, Internship Program Coordinator
503-725-4964
jmellis@pdx.edu
Jeanne provides comprehensive guidance and support to employers seeking interns and facilitates connections to PSU students with relevant interests, skills and abilities. Jeanne’s office offers a broad range of support, including help with the creation of individual position descriptions, targeted outreach to student populations, development of best practices, internship programming within organizations and identifying opportunities for student-employer engagement.

Greg Flores, Associate Director of Career Services
503-725-4971
gflores@pdx.edu
Greg works as part of both the career development and the employer relations teams. He assists with organizing career fairs, reviewing and establishing policies, overseeing CareerConnect and participating in state-wide initiatives. He is also actively involved in the Oregon Career Development Association and the Mountain Pacific Association of Colleges and Employers.

April
- 7th: American Red Cross Internship & Resume Workshop
- 7th: City of Portland, Bureau of Environmental Services Info Session
- 8th: City of Portland, Bureau of Technology Services Info Session
- 13th: Business Education Compact Mock Interviews
- 19th: Leading Latin@s Employer Led Mock Interviews
- 19th: Laika Panel @ PSU College of the Arts

May
- 4th: Alumni Association Industry Panel: Clean Tech
- 6th: Career Fair Prep: Mock Interviews
- 10th: All Majors Career Fair

June
- 1st: Alumni Association Industry Panel: Creative & Digital Agencies
- 6th: Finals Week
- 12th: Commencement