



ALL UNIVERSITY CAREER FAIR



K-State Faculty and Staff: The All-University Career Fair (AUCF) is a valuable opportunity for K-State students to **start their career journey and connect with jobs and internships for all majors**. Each year, students consistently rate information provided by faculty, advisors and staff as one of the top ways they found out about the career fair. As a university event open to all students, there is something for everyone! Students can practice their elevator pitch, meet successful K-State alumni professionals from across the country and make valuable networking connections to uncover job and internship opportunities – for now or later! This Frequently Asked Questions (FAQ) guide provides ideas about how you can connect students with informative and fun activities during AUCF. Many of the activities make perfect class assignments or extra credit opportunities for course syllabi.

WHAT OPPORTUNITIES ARE AVAILABLE FOR STUDENTS IN MY COLLEGE / PROGRAM?

- Meet employers from a variety of industries and career fields. They are grouped together by Opportunities in Agriculture (Day 1), Opportunities in Business (Day 2) and Opportunities in Engineering (Day 3). There are opportunities for a wide array of majors on ALL three days!
- Learn more about the specific opportunities each day by viewing employers via Handshake. Faculty and staff can [request a student Handshake account](#) to assist them in advising students.
- Use the guides for [AUCF Employers and Majors](#) customized by college to see how majors map to opportunities.
- See the “just in time” table signs displayed by participating employers at the fair for identifying employers who are All Majors Allies, Freshman Friendly, Inviting Internship Interests, and Great for Graduating students.

WHAT ARE ACTIVITIES DURING AUCF THAT CAN BE USED FOR CLASS ASSIGNMENTS?

- Help your students learn to engage with employers by participating in #AUCF Bingo to win free food and prizes!
- Get a professional headshot taken by “Iris” at our new photo booth that will be onsite at AUCF.
- Distribute this [assignment form](#) to your students. Have them complete it and return it to you.

HOW WILL EMPLOYERS IDENTIFY STUDENTS?

- See the name badges personalized for students upon checking in with their name, major and college ribbons.
- Recognize students and their current classification (FR, SO, JR, SR, GR, AL) by color coded lanyards.
- Optionally, students may also share their military affiliation or pronouns via stickers for their name badges.

WHAT SHOULD STUDENTS DO TO PREPARE BEFORE THE FAIR?

- Download the Handshake mobile app to start reviewing employers and have it for use during the fair.
- Create or update their resume using the [Resume and Interview Guide](#).
- Get resume feedback by dropping by [the Studio](#) or scheduling a 10-minute [Resume Tune-up](#).
- Stop by the [Career Closet Pop-up](#) or visit the [Career Closet](#) in the Berney Family Welcome Center.
- Develop an [elevator pitch](#) to summarize who they are, what they can do and what they're interested in doing.
- Schedule an appointment with a career advisor to talk through career fair success strategies.

WHAT IF STUDENTS ARE STILL NERVOUS DURING THE FAIR?

- Visit the Essentialist Lounge staffed on site by the Morrison Center for Student Well-Being. Learn micro-strategies for destressing, find helpful information, enjoy snacks and hangout in the space to rest and relax.
- Consult with Career Center staff who will be on site for advice and encouragement.
- Consider joining your class at the fair to answer questions and provide support.

WHAT SHOULD STUDENTS DO AFTER THE FAIR?

- Be ready to participate in "next day interviews" if invited by employers.
- Look for information from academic departments and student organizations with additional networking events.
- Follow up with employers and promptly respond to any email correspondence or other communications.

HOW ELSE CAN FACULTY OR STAFF SUPPORT AUCF PARTICIPATION?

- Provide flexibility for student participation in the career fair and next day interviews.
- Schedule a classroom presentation with your Career Center liaison.
- Display the attached poster in your office or building and promote social media posts.
- Encourage student organizations to volunteer at AUCF and earn \$\$\$ to support their groups.
- Let the [Career Center liaison for your college](#) know if you will be making any assignments related to AUCF preparation or participation.

WHERE ELSE CAN I FIND AUCF INFORMATION?

- Visit the [Career Center website](#)
- Follow the Career Center on [Instagram](#), [Facebook](#), and [YouTube](#). Hashtags: #myaucfstory #aucf2023
- See digital signage across campus and advertisements in the K-State Collegian.

WHAT IF I STILL HAVE QUESTIONS?

- Email careercenter@ksu.edu for a response typically within 24 business hours.
- Call the Career Center at 785-532-6506 and talk to a real live person!



EXPLORE | TELL | DEVELOP | CONNECT

148 Berney Family Welcome Center

705 N. Martin Luther King Jr. Drive, Manhattan, Kansas

k-state.edu/careercenter