

## Meet Purchase Students and Alumni Virtually

We hope you are staying safe and healthy during this challenging time. The Career Development Center at Purchase College would like to help you continue to connect to our students and alumni to secure candidates for your current internship and hiring needs, as well as in the future.

**Below are options for engagement now and in the fall semester:**

### "Meet and Greets"

Are you looking for a more informal way to meet students; perhaps by hosting a virtual *Information Table* or *Session*? Let us work with you to arrange this and provide you with the opportunity to meet our students in a drop-in Zoom meeting or join you for a presentation about your organization and potential opportunities.

### Skill Building Workshops

Are you passionate about a career topic (networking, resume writing, LinkedIn, interviewing, etc.) and want to share your expertise with students? We invite you to present to our enthusiastic students and alumni. A Career Center staff member can moderate questions and can help you with polls, break-out rooms, or whatever else you need to run an engaging virtual workshop.

### Webinars and Panel Presentations

Are you looking to present on a broader topic or would you be interested in presenting as part of a panel that focuses on an industry area or career topic? These events allow for attendees to gain a broader understanding of the professional world and to hear from different professional voices.

### Interviewing

Though we do not have a formal On-Campus Interviewing program, we are happy to help support employer partners with coordinating video and phone interviews with our students.

### Are you hosting a career workshop or a virtual recruitment event?

Let us know and we will be happy to invite our students and alumni!

## Let Us Post For You!

Share your jobs & internships with Purchase students & alumni! You can advertise your FT, PT, Freelance, Gig, and Internship opportunities for **FREE!**

**Let Us Post For You!** Email us your opportunities and we will get them posted for you on Purchase JobScore and provide you with directions to access your account in the future.

We also invite you to login and post directly for free on **Purchase JobScore**. If you forgot your password, you can select "Forgot Password" to have an email sent to set a new one. If you don't have an account, you can register for an account and post a job at the same time.

**For more strategies and suggestions to engage students in specific degree programs, please reach out to us after you post.**

## Save the Date for the Job & Internship Fair

**Join us Wednesday, March 24, 2021 for our annual Job & Internship Fair!**

Promote your organization, internships, and job opportunities to our diverse, talented, and enthusiastic students and alumni.

**Decisions will be made on format (in-person vs. virtual with video chat) and registration will open by November 2020.**

**If you would like to discuss our services for employers further, please reach out to:**

Jessica Mazzia DeLong  
jessica.mazzia@purchase.edu or  
career.development@purchase.edu

## Guide To Virtual Internships

During the current COVID-19 crisis we are working with employers and students to support experiential learning and seek to engage, develop, and provide opportunities for employers to connect with our students. **Here are some best practices for virtual internship strategies:**

- Clearly define the internship description, training, supervision, and learning outcomes to students.
- Communicate clearly with interns and provide access for supervision. Examples include: consistent one-on-ones, mid-internship check-in, and a concluding discussion for a performance evaluation.
- Create rapport and team building with your intern; include them in virtual meetings when possible and remind staff to be accessible for collaboration when appropriate - this will help your student intern learn about your structure and team.
- Proactively mapping projects and a timeline throughout the experience will assist students as they work independently.
- Professional development activities can also be a valuable supplement to virtual internship hours and can include industry/career specific talks, skill training webinars and more.

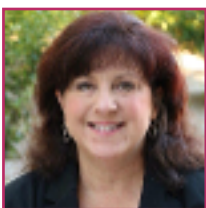
**For further information please view our full Guide to Virtual Internships on our website.**

## Remote Micro-Internships

**Do you have a short-term project based learning experience that you would like to offer a student but not for a whole semester?** Sponsoring a remote micro-internship may be an option for you!

- Micro-internships can take place any time throughout the year and typically range from 5 - 40 hours of work in total.
- Micro-internships are used by organizations ranging from those in the Fortune 100, to emerging start-ups, to small businesses.
- Employers provide a safe and practical project-based learning experience and while doing so, can utilize and cultivate students' technical, inter-personal, project management, communications, and networking skills.
- Short term remote opportunities allow for accessibility for students despite location and can connect you to qualified students that you may not have access to for an on-site experience.
- Micro-internships are eligible for credit with registration dates parallel to course registration deadlines. The short-course period is a perfect fit for additional opportunities to acquire interns for projects in your organization (mid-October registration deadline for the fall semester and mid-March for the spring semester.)
- Student interns that are not intending on obtaining credits can participate in a micro-internship throughout the year without registration deadlines

## Career Development Team



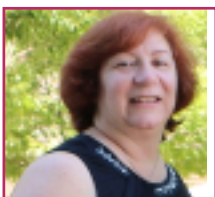
Wendy Morosoff  
Director



Jessica Mazzia DeLong  
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Experiential Learning Coordinator



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**If you are interested in learning more about virtual and micro-internships or would like to discuss best practices for setting one up, please reach out to:**

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Experiential Learning Coordinator/  
Career Counselor  
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Find US @



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