

DCP has employer relations and career counseling staff to assist you in connecting with employers. We have a full array of programming and resources available to the campus community. We also have the infrastructure to create custom programs based upon your event needs.

The following questions can help you select and plan the right event:

- ▶ What is the desired outcome? (e.g. better networking skills / jobs for students / career clarity / revenue generation)
- ▶ What is the available budget?
- ▶ How many students and employers can you market to and how many will participate?
- ▶ When do you want it to happen? What is the timeline for preparation?
- ▶ How many staff members will be dedicated to organizing this event? To what extent would DCP be involved?

For more information about collaborating with DCP, please contact Associate Director Jay Wall at (949) 824-4645 or jmwall@uci.edu

DCP
STATISTICS
(IN THE LAST YEAR)

29,532 JOBS LISTED ON
HANDSHAKE

450 EMPLOYERS AT
8 CAREER FAIRS

94 ON-CAMPUS
INTERVIEW
SCHEDULES

OTHER MAJOR EVENTS INCLUDE THE JOB SHADOW PROGRAM, CAREER DISCOVERY SERIES, CAREER LABS, EXPERIENCE EXPO, AND CAREER DEVELOPMENT WORKSHOPS

	Visibility Table	Information Session	Workshop	Industry Panel	Networking Event	Career Fair*
Purpose	An easy, low investment opportunity for one organization to present itself to students.	For one organization to present to a group of students.	To educate students about specific career development topics / skills or to increase some aspect of student's career awareness.	For multiple organizations to share about what they do. Pre / Post networking is possible.	To connect students and employers with the goal of creating mutual awareness and facilitating future job leads.	To match employers with immediate hiring needs with students who will be available for full-time work in the next 3 to 6 months.
Related / Relevant DCP Offering	http://career.uci.edu/recruiters/on-campus-recruiting/visibility-tables/	http://career.uci.edu/recruiters/on-campus-recruiting/information-sessions/	Sample: Informational Interviews http://career.uci.edu/students/undergraduate/prepare-for-an-interview/informational-interviews/	Sample: Career Discovery Series http://career.uci.edu/students/undergraduate/explore-a-career/career-discovery-series/	Sample: Experience Expo http://career.uci.edu/students/undergraduate/explore-a-career/experience-expo/	http://career.uci.edu/recruiters/on-campus-recruiting/career-fairs/
Ideal # of Students	20+	20+	30+	50+	75+	500+
Ideal # of Employers	1	1	1 or more	5 to 8	15 to 20	40+
Space Required	Space for a table where students walk / congregate	A standard to large conference room	A standard to large conference room	Large conference room or small conference space	Small to large conference style space	Large conference style space
Time to Plan	2 weeks	2 weeks	3 to 4 weeks	1 to 2 months	1 to 2 months	8 to 10 months
Typical Cost(s)	Typically less than \$100	\$150 - \$400 for space / table reservation. Food adds cost.	\$150 - \$500 depending on space. Food / materials add considerably.	\$500 - \$1,000 depending on space fees. Food, parking, etc. add considerably.	\$1,000 - \$2,500 depending on space fees. Food, parking, etc. add considerably.	\$3,000 - \$5,500 with space, tables, marketing, food, parking, etc.
Admin & Logistics	Minimal – 1 person to schedule, advertise and make sure the table is available.	Minimal – 1 person to schedule, advertise and make sure the room is available.	Medium – 1 person to schedule, advertise and make sure the room is available. A “content expert” is required.	Medium – 2 staff are ideal to coordinate both the student side and the organization side.	High – 2 staff. Space reservation is key, many “day of” logistics. Both student <i>and</i> employer attendance are key.	Very High – 4 staff and registration tools are required to manage sign-ups, day of logistics, etc. Student and employer attendance are critical.

*Assisting with a career fair is one of our most frequent requests. Often, a networking event or industry panel is a better option.