



University of California, Irvine

UCI Division of
Career Pathways

EMPLOYER SERVICE MENU

Service Menu

2024-2025 Menu Offerings

Welcome to the Division of Career Pathways (DCP), the central career center on UC Irvine's campus. We strive to deliver our vision of empowering all Anteaters to thrive in meaningful careers by partnering with all UCI schools and colleges to deliver career and professional development opportunities for both students and alumni.

The Employer Relations Team at DCP provides various services to allow our partner organizations to engage with UCI's undergraduate, graduate, and alumni communities. We welcome the opportunity to partner with us and strategize your engagement to best fit your organization's needs.

Please reference our current menu of employer services for the 2024-2025 academic year.

We look forward to connecting you with UCI's talented and career-ready students!

5 reasons to recruit at UCI

- UCI is consistently ranked as a top public 4-year university in the US.
- We have 85+ majors and 70+ minors to meet your hiring needs.
- Our student body includes a population of over 36,000 undergraduate and graduate students prepared to work in the growing global economy.
- UCI is recognized nationally for campus diversity and has been designated as both an HSI (Hispanic-Serving Institution) and AANAPISI (Asian American & Native American Pacific Islander-Serving Institution).
- Our team at the Division of Career Pathways is equipped and ready to help you get engaged at UCI.



PUBLIC UNIVERSITY
in the U.S.



Degrees Offered

85+ majors
70+ minors

36,000+ Total Students



**Hispanic
Serving
Institution**

**AANAPI
Serving
Institution**

RECRUIT

HANDSHAKE

The Division of Career Pathways utilizes Handshake as its campus career management platform. Handshake is the first point of engagement to facilitate connection with the UCI student community. Maximize your visibility and create awareness around full-time, part-time, seasonal, and short-term jobs and internships by posting your opportunities to Handshake. When posting opportunities, employers can specify candidate criteria, collect and view resumes via the online system, and allow students to search and apply for opportunities. Handshake access also allows industry partners to remain up to date with campus activities such as large- and small-scale recruitment events, career fair registrations, and submitting requests for campus interviews and information sessions.

Handshake access is a complimentary service to all employers interested in recruiting from UCI.

Visit our website to register for an account: career.uci.edu/recruiters/post-a-job-internship

CAREER FAIRS

The Division of Career Pathways hosts general and industry-specific career fairs quarterly. Career fairs are a great way for recruiters to meet talented and career-ready UCI students. Our quarterly career fairs provide the opportunity to be introduced to the UCI campus community for candidate sourcing, brand building, and recruiting students for part-time, full-time, and internship positions.

For more information, please review our website: career.uci.edu/recruiters/on-campus-recruiting/career-fairs

CAREER FAIR DATES

FALL 2024

- Week 1 | Oct 3, 2024
**In-Person
Fall Career Fair**
- Week 3 | Oct 17, 2024
**In-Person
STEM Career Fair**
- Week 5 | Oct 29, 2024
**In-Person
Graduate &
Professional School Fair**

WINTER 2025

- Week 3 | Jan 23, 2025
**In-Person
Winter Career Fair**

SPRING 2025

- Week 2 | Apr 10, 2025
**In-Person
Spring Career Fair**
- Week 3 | April 16, 2025
**In-Person
Public Service and
Social Impact Career
Fair**
- Week 4 | Apr 23, 2025
**In-Person Health
Professions Career Fair**

CAMPUS INTERVIEWS

Campus interviews are a complimentary service offering that provides another opportunity to promote your brand on campus and allows you to interview a schedule of talented and career-ready UCI students in an efficient manner, virtually or in-person. Interviews are offered during designated recruitment windows outlined in advance from the quarterly academic calendar. This program is reserved for employers looking to fill full-time career positions or full-time paid internships.

In-person interviews are held between 9:00am-4:00pm PST on Tuesdays, Wednesdays, and Thursdays during designated weeks of each quarter with a dedicated Employer Relations staff member available onsite to provide support as needed. For successful campus recruitment, we suggest partners leverage other recruitment events or services prior to conducting interviews to increase or secure an applicant pool.

Campus interviews are a complimentary service to all employers interested in recruiting from UCI.

Visit our website to learn more: career.uci.edu/recruiters

INFORMATION SESSIONS

Hosting an information session is a great way to establish an organizational presence on campus and provide students with information about jobs, internships, and career development opportunities at your organization. Information sessions can be especially effective when executed in partnership with student organizations, featuring alumni from your organization, or pre/post-Career Fair attendance.

Information sessions are scheduled for 60 minutes. A dedicated staff member from the Employer Relations team will serve as the day of event host to provide additional support. Marketing support provided for information sessions includes:

- Event highlight in weekly newsletter that goes out to all undergraduate UCI students plus select alumni who opted to continue engaging with Career Services after graduating.
- Email promotion to relevant DCP Club Affiliates (student organizations that have partnered with DCP to promote professional development among their membership)
- Highlight in Instagram story one week before event, 2-3 days before event, and day of event if applicable
- Dedicated Employer Relations staff member to support coordinating and hosting of event

Information sessions must be submitted and approved in Handshake. Requests must be submitted at least 4-6 weeks in advance to allow time for coordination and marketing.

IN-PERSON

- Hosted onsite at UCI Division of Career Pathways facilities, 60 min.
Cost: \$250.00

VIRTUAL

- Hosted online through a virtual platform of choice with UCI Division of Career Pathways, 60 min.
Cost: \$250.00

BUILD YOUR BRAND

CUSTOMIZED MAILINGS

Strategically promote your Handshake job or internship posting with targeted email communications. This offering supports recruitment needs that may arise throughout the year, beyond the scope of programming and recruitment events. It allows partners to promote and source talent for open roles with a tailored approach. These targeted emails consist of a customized message to a select group of students via Handshake based on employer partner specifications.

- Limit of one (1) unique email per quarter / three (3) per year, up to an audience size of 5,000 students.
- Requests must be submitted at least 4-6 weeks in advance to allow time for coordination and marketing.
- May not be combined with other services.

Cost: \$250.00

BRANDING PACKAGE

A Branding Package offers employers the chance to expand their reach to build traction around your recruitment visits and/or employment opportunities. This package is eligible for organizations wanting extra marketing support for a DCP hosted information session, an approved job/internship posting in Handshake, or for organizations with anticipated recruitment needs wanting campus visibility to build their brand. This package includes:

- A customized mailing up to an audience size of 5,000 students
- Weekly Newsletter Spotlight (goes out to all undergraduate UC students plus select alumni who opted to continue engaging with Career Services after graduating)
- Event highlight
- Customized company blurb promoting your organization (character limits apply)
- Job/internship highlight (limited to 1 opportunity; must be approved in Handshake and open to accepting applications)
- Email promotion to relevant DCP Club Affiliates (student organizations that have partnered with DCP to promote professional development among their membership)
- Highlight in Instagram story one week before event, 2-3 days before event, and day of event if applicable
- Event/posting promotion to campus liaisons
- Dedicated Employer Relations staff member to support coordinating and hosting of event (if applicable)

Limited quantities available per quarter. May not be combined with other services.

Requests must be submitted at least 6-8 weeks in advance to allow time for coordination and marketing.

Cost: \$400.00

CONNECT

These less formal programming offerings will allow you to connect with students in more relaxed settings at the Division of Career Pathways. A dedicated staff member from the Employer Relations team will serve as the day of event host to provide additional support. Marketing support provided for these events include:

- Event highlight in weekly newsletter that goes out to all undergraduate UCI students plus select alumni who opted to continue engaging with Career Services after graduating.
- Email promotion to relevant DCP Club Affiliates (student organizations that have partnered with DCP to promote professional development among their membership)
- Highlight in Instagram story one week before event, 2-3 days before event, and day of event if applicable
- Dedicated Employer Relations staff member to support coordinating and hosting of event

DCP PATIO TABLING

Tabling on the patio outside of our Career Center will allow your organization to catch students' eyes and spark spontaneous conversations throughout the flow of daily student foot traffic. Tabling dates are booked in advance and occur every Tuesday during designated weeks of each quarter.

Cost: \$150.00

CAREER LAB PROGRAMMING

Scheduling smaller scale events in our Career Lab is a great way to host office hours or coffee chats in a more intimate casual setting. The Career Lab is near the front lobby of DCP, perfect for deeper conversations with our students.

Cost: \$150.00

PARTNER

DCP ANTEATER ALLIANCE

Our Division of Career Pathways Anteater Alliance (DCPAA) consists of a specialized portfolio of diverse industry partners that join the Division of Career Pathways in facilitating meaningful career development opportunities for UCI students. Through Anteater Alliance partnership, the Employer Relations team at the Division of Career Pathways curates a strategic and customized engagement plan over the course of an academic year to support brand awareness and education in conjunction with fulfilling recruitment needs. Anteater Alliance partners gain access to premium service offerings to engage with the UCI community in a more integrated manner. Partners are supported by members of the Employer Relations Team through one-on-one consultation prior to and during engagement plan delivery.

The Division of Career Pathways provides three membership levels as part of our partnership packages. To customize the services that work best for your organization within each of the levels, we have provided a menu of options that extend beyond traditional recruitment offerings. Our team will work with your organization to design a partnership strategy that is unique, targeted, and customized to meet your goals.

Partnerships begin in August and extend through July.

Contact our team at uciemployers@uci.edu to learn more or visit career.uci.edu/recruiters.

KEY CAMPUS RECRUITING DATES

Below please find an overview of key campus recruiting dates that will allow you to plan your efforts efficiently and align your recruitment on campus with UCI students' academic calendar. Please note that UCI is on a quarter system with ten-week intervals. The key campus recruitment dates encompass the academic calendar and departmental programming availability for the 2024-2025 academic year. Please note that the Fall quarter is typically the peak time of the year for recruitment activities and student engagement on campus.

FALL 2024

- (Week 0) Quarter begins: Sep 23, 2024
- (Week 0) Instruction begins: Sep 26, 2024
- (Week 1) Information Sessions and Campus Interviews begin: Oct 1, 2024
- (Approx. Weeks 4 - 6) Midterm Exams: Oct 21 - Nov 8, 2024
- (Week 6) Last Day of Campus Info Sessions: Nov 7, 2024
- (Week 7) Veteran's Day: Nov 11, 2024
- (Week 8) Last Day of Campus Interviews: Nov 21, 2024
- (Week 9) Thanksgiving: Nov 28–29, 2024
- (Week 10) Instruction ends: Dec 6, 2024
- (Week 11) Final examinations: Dec 7–13, 2024
- (Week 11) Quarter ends: Dec 13, 2024
- Winter Break: Dec 16, 2024–Jan 1, 2025

FALL 2024

INFORMATION SESSION DATES

To maximize student engagement before midterm examinations mid-quarter, Fall 2024 information sessions will take place every Tuesday, Wednesday, and Thursday from Week 1 (beginning 10/1/24) through Week 6 (ending 11/7/24). For more information, please visit: career.uci.edu/recruiters.

FALL 2024

CAMPUS INTERVIEW DATES

Fall 2024 campus interviews take place every Tuesday, Wednesday, and Thursday from Week 1 (beginning 10/1/24) through Week 8 (ending 11/21/24). For more information, please visit: career.uci.edu/recruiters.

WINTER 2025

- Winter Break: Dec 16–Jan 1
- (Week 0) Quarter begins: Jan 2
- (Week 1) Instruction begins: Jan 6
- (Week 2) Information Sessions and Campus Interviews begin: Jan 14
- (Week 3) Martin Luther King, Jr. Day: Jan 20
- (Approx. Weeks 4 - 6) Midterm Exams: Jan 27 - Feb 14
- (Week 5) Last Day of Campus Info Sessions: Feb 6
- (Week 7) Presidents' Day: Feb 17
- (Week 8) Last Day of Campus Interviews: Feb 27
- (Week 10) Instruction ends: Mar 14
- (Week 11) Final examinations: Mar 15–21
- (Week 11) Quarter ends: Mar 21
- Spring Break: Mar 24–28

WINTER 2025

INFORMATION SESSION DATES

To maximize student engagement after Winter Break and before midterm examinations mid-quarter, Winter 2025 info sessions will take place every Tuesday, Wednesday, and Thursday from Week 2 (beginning 1/14/25) through Week 5 (ending 2/6/25). For more information, please visit: career.uci.edu/recruiters.

WINTER 2025

CAMPUS INTERVIEW DATES

Winter 2025 campus interviews take place every Tuesday, Wednesday, and Thursday from Week 2 (beginning 1/14/25) through Week 8 (ending 2/27/25). For more information, please visit: career.uci.edu/recruiters.

SPRING 2025

- Spring Break: Mar 24–28, 2025
- Quarter begins: Mar 26, 2025
- Cesar Chavez Day: Mar 28, 2025
- (Week 1) Instruction begins: Mar 31, 2025
- (Week 2) Information Sessions and Campus Interviews begin: Apr 8, 2025
- (Week 4) Last Day of Campus Info Sessions: Apr 24, 2025
- (Approx. Weeks 4 - 6) Midterm Exams: Apr 21 - May 9, 2025
- (Week 8) Last Day of Campus Interviews: May 22, 2025
- (Week 9) Memorial Day: May 26, 2025
- (Week 10) Instruction ends: Jun 6, 2025
- (Week 11) Final examinations: Jun 7–12, 2025
- (Week 11) Quarter ends: Jun 13, 2025
- Commencement: Jun 13–16, 2025

SPRING 2025

INFORMATION SESSION DATES

To maximize student engagement after Spring Break and before midterm examinations mid-quarter, Spring 2025 info sessions will take place every Tuesday, Wednesday, and Thursday from Week 2 (beginning 4/8/25) through Week 4 (ending 4/24/25). For more information, please visit: career.uci.edu/recruiters.

SPRING 2025

CAMPUS INTERVIEW DATES

Spring 2025 campus interviews take place every Tuesday, Wednesday, and Thursday from Week 2 (beginning 4/8/25) through Week 8 (ending 5/22/25). For more information, please visit: career.uci.edu/recruiters.



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