

**MCKENDREE UNIVERSITY CAREER SERVICES EVENTS  
SPRING 2021**

EVENT	DATE	TIME/LOCATION
<p><b>Virtual Document Reviews</b> Do you prefer to stay home more right now? Career Services invites McKendree students to submit your résumé, cover letter, and other application materials to us at careerservices@mckendree.edu for a personalized review. Please submit to us in Word or PDF format and indicate the purpose for which you request feedback (for example, a full-time job in public relations) on the document, if applicable. Career Services can also meet with you via Zoom, on the phone, or in person.</p>	Spring semester	Various
<p><b>U.S. Department of State Career &amp; Intern Opportunities</b> Learn about careers and student opportunities in diplomacy at the U.S. Department of State. Ron Packowitz, the State Department's Diplomat in Residence for the Midwest, will also share highlights from his 20-year career in the Foreign Service.</p>	Thursday, January 21	4:00 to 5:00 p.m. *Contact Career Services for link.
<p><b>Preparing for Your Career on Handshake (Virtual)</b> Handshake is the online job/internship system for Career Services. Participants will learn:</p> <ul style="list-style-type: none"> <li>• 3 profile must-haves</li> <li>• Uploading your résumé to Handshake</li> <li>• Searching for jobs, including remote opportunities</li> </ul>	Wednesday, February 10	3:30 to 4:00 p.m. *Contact Career Services for link.
<p><b>Virtual Coffee Chat – Résumés</b> Join Career Services and other students virtually to have a casual conversation about résumés. This is a great time to learn tips and to have your questions answered!</p>	Thursday, February 18	4:00 to 4:30 p.m. *Contact Career Services for link.

<p><b>Coffee Chat – Virtual Interviews</b></p> <p>Many candidates will be interviewing through Zoom, WebEx, or another platform in the upcoming months. Join us online as we discuss how you can succeed in this type of interview and answer questions you may have!</p>	Monday, March 1	4:00 to 4:30 p.m. *Contact Career Services for link.
<p><b>Virtual IT Career Fair</b></p> <p>Co-sponsored with Southern Illinois University Edwardsville Career Services and other partner universities.</p>	Tuesday, March 2	10:00 a.m. to 2:00 p.m. *Contact Career Services for link.
<p><b>Virtual Spring Career Fair</b></p> <p>Co-sponsored with Southern Illinois University Edwardsville Career Services and other partner universities.</p>	Wednesday, March 3	10:00 a.m. to 2:00 p.m. *Contact Career Services for link.
<p><b>Catapult Your Candidacy (Virtual)</b></p> <p>Learn valuable information about how to create or update your job/internship search materials, including the résumé, cover letter, reference page, and thank-you letter.</p>	Thursday, March 11	Noon to 12:45 p.m. *Contact Career Services for link.
<p><b>Virtual Nursing Career Fair</b></p> <p>Co-sponsored with Southern Illinois University Edwardsville Career Services and other partner universities.</p>	Monday, March 15	11:00 a.m. to 1:00 p.m. *Contact Career Services for link.
<p><b>Virtual Education Career Fair</b></p> <p>Co-sponsored with Southern Illinois University Career Services and other partner universities.</p>	Tuesday, March 16	3:00 to 5:30 p.m. *Contact Career Services for link.
<p><b>Virtual Résumé Café</b></p> <p>Join Career Services and other students virtually to have a casual conversation about résumés. This is a great time to learn tips and to have your questions answered!</p>	Tuesday, March 23	2:30 to 3:00 p.m. *Contact Career Services for link.
<p><b>Kaplan Online Practice Graduate School Tests and Programs/Events</b></p>	Spring semester	Various times.

Take a <b>free</b> practice test for the GRE, GMAT, LSAT, MCAT, and others from your home computer. Individuals can also register for free programs/events that cover topics such as financing graduate school; how to be successful in the admissions process; personal statements; and tips for success in taking the new GRE.		<b>How do I register for a practice test and other programs/events?</b> Go to <a href="http://www.kaptest.com/practice">www.kaptest.com/practice</a> and click on your test of choice to view a full schedule.
<b>LinkedIn &amp; Professional Branding (Virtual)</b> Learn how to create a LinkedIn profile that will help you get noticed by recruiters! Join Career Services to learn how to customize your profile and search for internship/job opportunities on LinkedIn.	Wednesday, March 31	Noon to 12:45 p.m. *Contact Career Services for link.
<b>Interviewing Strategies (Virtual)</b> Join Career Services for interviewing tips, sample questions, professional dress ideas, and more so that you can ace your next interview!	Tuesday, April 13	3:30 to 4:15 p.m. *Contact Career Services for link.
<b>Virtual Résumé Café</b> Join Career Services and other students virtually to have a casual conversation about résumés. This is a great time to learn tips and to have your questions answered!	Monday, April 26	3:00 to 3:30 p.m. *Contact Career Services for link.

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