FACULTY RESOURCE FAQ

Career Development Resources & Services Provided by the Career Center

- **Career Exploration & Planning**
  - Career Explorer Assessment
  - What Can I Do with This Major?
- **Graduate School Assistance (Meet with a Career Consultant)**
  - Find programs that align with career interests, application documents: resume, CV, narrative/personal statement, interviewing
- **Internship & Experience Building**
- **Job Search Assistance**
- **Resume/CV/Cover letter assistance**
- **Interview Assistance**
  - Vmock to practice interview questions or interviewing.com
- **Professional Networking Assistance**
  - Vmock to practice elevator pitch (introduction)
  - Roadrunner Network & LinkedIn
  - Iris Professional Photo Booth located outside the career center, 2nd floor of the Student Union (2.02.04)
  - Skill development through LinkedIn Learning

*Career Services as a class assignment disclaimer*

How Students and Alumni Can Make an Appointment to Meet with a Career Consultant

To schedule an appointment to meet with one of our career consultants, there are two ways to schedule:

1. **Login to your Handshake profile**, select the ‘Career Center’ tab at the side of your profile and select 'Appointments'. You will be prompted to select a time that fits best with your schedule (virtual and in person options available).

2. Call our front desk at (210) 458-4589 Monday through Friday between the hours of 8am-5pm and they can coordinate a day and time that works best with your schedule.

Career Center Expos & Events

Career Expos hosted by the UTSA Career Center (you can also view events in Handshake):
- STEM Expo
- All Majors Career Expo
- Hispanic Serving-Institutions (HSI) Virtual Expo

Prepare for success at expos:
- Expo prep workshops hosted prior to expos
- Career Center drop-ins (see University Career Center website for dates/times)
- Schedule an appointment with a career consultant
- Utilize Vmock (Resume, Aspire and Elevator pitch features)

Classroom Presentation Request

If you would like a representative from our office to present to your class on a career-related topic, please utilize the Presentation Request Form

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