

# Career Readiness Fair Outline/Agenda

## 1-2 p.m. Opening Remarks and Student Panel

- Thank everyone for coming
- Outline of agenda
- Brief overview of each station with credentials of guests
- Seating charts / Stations
  - Group by type of profession
  - Make chart with names and org so students can know where to go and display on screen during networking
- Choose one person from each sector of the sports industry
  - HR
  - Communications
  - Business operations/analytics
  - Out-of-State Corporate
- Collect questions from students in the weeks prior to ask during the panel
  - Make our own questions to cover extra time if needed

## 2-2:45 p.m. Networking with Professionals

- Mock interviews and resume review out in hallway
- Move from tables to speak with industry professionals

## 2:45-3 p.m. Minute Break Session

- Group share of what they have learned via networking
  - Index cards

## 3-4 p.m. Networking with Professionals

- Mock interviews and resume review
  - Revision: clusters of and mock interviews, resume reviews (groups of 3-4) / hiring professionals would want to offer encouragement and not correcting resumes / resume reviews Buckeye Commons or home college / please have visited them career center before hand (two month lead up) / too much to go through they just glance at it / creating small cohorts
  - Can have a mock interview sign up ahead of time
- Move from tables to speak with industry professionals

Notes

Networking 101 – under the career readiness fair

<https://sportsandsociety.osu.edu/career-readiness-event-networking-details>