Your Guide to University Career Services

Recruiting at Mason

careers.gmu.edu
703.993.2370
The Mason Difference

A letter from the director

With a growing population of 37,000 students, Mason is poised to fuel the economic engine of the greater DC Metro area for decades to come. And it’s not just our size that sets us apart. Mason’s unique curricular and co-curricular experiential learning environment shapes our students into career-ready graduates.

During their time with us, students cultivate in-demand skill-sets, become culturally competent, and build resiliency that helps them adapt in the ever-evolving world of work.

Mason graduates are engaged citizens and leaders ready to serve as change agents in their communities and organizations like yours.

Mason’s University Career Services (UCS) offers everything you need to create a customized on-campus recruiting strategy.

From a single point of contact to one-of-a-kind recruitment events, we are dedicated to helping you every step of the way. We’ll get you in front of the right audiences on campus, while also giving you the freedom to best represent your unique culture and opportunities.

Begin your relationship with us today. We’re ready to work with you to develop a pipeline of talent to meet your current and future hiring needs!

Saskia Clay-Rooks
Executive Director, University Career Services

Four Simple Steps to Talent

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Recruit once. Hire twice.

While this is a common recruiting phrase, at UCS we take efficient recruiting to the next level. Our specialized focus on experiential learning helps you develop interns into full-time employees. We offer an annual regional job shadowing event, assistance with developing internship programs, and professional development for students preparing to enter the workforce.

Why Recruit at Mason
Industry Advising
We operate using an industry-focused approach because we believe that a student’s major doesn’t dictate their career path, and we know organizations like yours rely on diverse skill sets and strengths. Your Industry Advisor is your main point of contact and personal recruitment consultant who will facilitate relationship-building between you and the Mason community.

Meet your Industry Advisor! Contact us today: 703-993-2370 or careers@gmu.edu

Employer Relations & Events
Our Employer Relations & Events Team coordinates employer outreach, as well as our Signature Events. Your main contact is your Industry Advisor, but you will also be supported by members of this team as you register for and participate in our many events.

Student Professional Development
University Career Services at Mason helps students understand and develop appropriate attitudes and behaviors in the workplace. Career education at Mason also encompasses self-advocacy, bringing one’s whole self to work, and salary negotiation skills.
We’ve found that the most effective recruiting strategy at Mason follows four specific steps.

Step 1: Develop Your Relationship

Register online at handshake.gmu.edu

The first step to recruiting at Mason is to register in Handshake, our job and internship database.

With Handshake, you can:
- Post full-time, part-time, and internship positions
- Track applicants
- Sign up for recruitment events
- Schedule on-campus interviews
- Receive announcements from UCS
Step 2: Enhance Your Strategy

Signature Events

Want a proven method to connect with career-ready Mason students? Go straight for our power-hitters: UCS Signature Events! These high-volume events take place throughout both Fall and Spring semesters and offer broad exposure to eager students.

Visit careers.gmu.edu for all current Signature Events dates and registration information. To find out about upcoming events, edit your notifications settings in Handshake.
Career Fairs
With more than 6,000 Mason students attending each year, employers see our Fairs as key to their recruiting strategy.

Resume Clinic
Hundreds of students seek resume reviews with employers. Build your pipeline early by participating in a resume clinic.

Employer Site Visit Program
Mason students come to you for a behind-the-scenes look into different industries in this popular site visit program.

On-Campus Interviewing
We offer a convenient way to interview multiple candidates in one day on the Mason Fairfax campus.

Industry Weeks
A great opportunity to connect with your target audience, students who are preparing for careers in your industry.

Jump Start & Career Launch
These student professional development workshops are co-facilitated by employers and Career Services staff.

Signature Events Calendar

Fall
August:
Part-Time Job Fair

September:
Industry Week: Government

October:
Resume Clinic
Career Fair
Career Night

Spring
January:
Jump Start

February:
Industry Week: Creative
Resume Clinic
Career Fair

March:
Education Recruitment Day

April:
Industry Week: Health and Science
Health and Science Career Fair
Industry Week: Nonprofits

May:
Career Launch
Just-in-Time Hiring Fair

Our events coincide with the academic year to maximize attendance and timelines. After you’ve participated in at least one Signature Event, ask your Industry Advisor to collaborate with you on a customized event for your organization!
Step 3: Gain a Competitive Advantage

Build Your Own Event (BYOE)

At Mason, our employers have the freedom to think outside the box! Work with your Industry Advisor to create a unique event to grab students’ attention. Here are a few examples of past events:

• Tech/product demos
• A day in the life...(simulation)
• Case study competitions
• Site visits/Open houses
• Hack-a-thons
• Film screenings
• Student/employer service projects
Step 4: Become a Partner

The Partnership Program provides an opportunity to demonstrate your commitment to UCS and Mason students. We rely on the support of employers like you to help us achieve our mission of making big dreams attainable! Regardless of your recruiting budget, we’re confident you’ll find a fit with one of our four partnership levels.

To find out more, visit careers.gmu.edu

Sponsor the Career Fair

Take your brand on campus a step further by sponsoring the Career Fair! Sponsorship includes:

- One-day registration
- Preferred location
- Private interviewing booth
- Special recognition at the Fair, on the UCS website, Handshake, & campus-wide closed-circuit network

Interested in sponsorship opportunities? Reach out directly to our Career Fair Manager at 703-993-2370
Hiring Students on an F-1 Visa

George Mason is a wonderfully diverse place. Don't miss out on top talent because you're unsure what it looks like to hire a student on a visa. We can help!

Contact us at careers@gmu.edu with questions related to hiring international students.

Internship Pipeline

Internships are a critical part of career readiness at Mason. Whether you have an existing internship program, or are just thinking about getting started, we can help you at every step in the process.

Contact us at careers@gmu.edu with your internship questions!