

August 2018	Mon	Tue	Wed	Thu	Fri
	<b>LHH VIRTUAL CAREER FAIR:</b> This is a national virtual networking event and career fair. You'll have the opportunity to meet hiring managers.  <b>WORKSHOPS:</b> Are held at the office.		<b>1</b>	<b>2</b>	<b>3</b>
	<b>6</b> <b>Roundtable</b> <i>10am - Noonish</i>	<b>7</b>	<b>8</b>	<b>9</b> <b>Virtual Career Fair Summer Job Jam</b> <i>9am - 1pm</i> <i>Register via CRN.</i>	<b>10</b>
	<b>13</b> <b>Roundtable</b> <i>10am - Noonish</i>	<b>14</b>	<b>15</b>	<b>16</b> <b>LinkedIn™ &amp; Networking Workshop</b> <i>10am - 11:30am</i> <i>RSVP BY Aug 14.</i>	<b>17</b>
	<b>20</b> <b>Roundtable</b> <i>10am - Noonish</i>	<b>21</b>	<b>22</b>	<b>23</b> <b>Branding Workshop</b> <i>10am - 11:30am</i> <i>RSVP BY Aug 21.</i>	<b>24</b>
	<b>27</b> <b>Roundtable</b> <i>10am - Noonish</i>	<b>28</b>	<b>29</b>	<b>30</b> <b>Interviewing Practice Workshop</b> <i>10am - 11:30am</i> <i>RSVP BY Aug 28.</i>	<b>31</b>

John Castaldi, john.castaldi@lhh.com

LEE HECHT HARRISON, RENO ♦♦♦ 3716 Lakeside Drive, Suite 202  
(775) 324-4550

# Meet recruiters and hiring managers!

## EXHIBITORS

ABM  
Amazon  
Avid Bioservices  
BBVA Compass Bank  
BMO Harris Bank  
Boehringer Ingelheim  
Circor  
City of Dallas  
Citizens Bank  
Cobham  
Comcast  
Compass Group  
Concentrix  
ConvergeOne  
Crocs  
Cubic Corporation  
CVS Health  
DW Fritz Automation  
Engie North America  
Eskenazi Health  
FIS Global  
Fiserv  
HM Electronics, Inc.  
ICW Group  
Intel  
JPMorgan Chase & Co.  
Kaiser  
Kellogg's  
Kroger  
Kronos  
Legacy Health  
Liberty Mutual  
Lonza Biologics, Inc.  
Markem-Imaje  
Merck  
Mosaic Life Care  
OnCourse Learning  
Pitney Bowes  
Publicis Health  
Purina  
Restoration Hardware  
SAP  
Sandhills Publishing  
SDI, Inc.  
Sharecare, Inc.  
Swiss Re  
Syneos Health  
Sysco  
Tech Data Corporation  
TIAA  
The Nature's Bounty Co.  
Thrivent  
UHG  
Voya Financial Inc.  
Vulcan Materials Company  
Workfront

Lee Hecht Harrison Virtual Career Fair and Networking Event

Attend our Virtual Career Fair and secure what no job board can deliver: live meetings with hiring managers and prospective employers looking to hire talent like you!

### WHY YOU SHOULD ATTEND

- Make yourself known
- Meet prospective employers
- Expand your network
- Uncover new opportunities

### WHO'S ELIGIBLE TO ATTEND

- Virtual Career Fairs are open exclusively to Lee Hecht Harrison (LHH) candidates.

### EVENT DETAILS

Event:

**Summer Job Jam Virtual Career Fair**

Date:

**August 9, 2018**

Time:

**12pm-4pm ET | 9am-1pm PT**

Register via the Learning Center on the Career Resource Network.



To learn more visit: <https://vimeo.com/133484226>

# LHH Summer Job Jam // Thursday, August 9, 2018

**LHH Virtual Career Fair**, featuring National companies with a variety of job openings (i.e. HR, Finance, IT, Marketing, etc.) in the U.S.

Thursday, August 9, 2018

12:00pm-4:00pm Eastern | 9:00am – 1:00pm Pacific

## To Register:

- Sign in via this link: [Career Resource Network \(CRN\)](#)
- In search box, enter: **Virtual Career Fair**
- Select the “**Click here to see All Webinars**” link located on the gray “Webinars” bar to the right and then click the “**Register**” button to the right of your preferred session
  1. Prep sessions titled, “HOW TO PREPARE FOR A VIRTUAL CAREER FAIR”
  2. Virtual Career Fair & Networking Event: Summer Job Jam

The screenshot shows the LHH Learning Center website interface. At the top, the user is logged in as 'LEE HECHT HARRISON'. The navigation menu includes 'HOME', 'GOALS', 'LEARNING CENTER', 'QUICK LINKS', 'BROWSE BY SUBJECT', and 'YOUR ROADMAP'. The 'LEARNING CENTER' tab is active. Below the navigation is a search bar with the text 'virtual career fair' entered. To the right of the search bar, there is a link that says 'Click here to see All Webinars'. Below the search bar, there are filters for 'All categories', 'In the next two months', and 'English'. There are also checkboxes for 'Webinars (6)', 'Resources (2)', and 'Show all Courses (including those with no open seats)'. The search results are displayed in a table with columns for 'Webinars', 'Date', and 'Register'. The results show five sessions, all titled 'HOW TO PREPARE FOR A VIRTUAL CAREER FAIR - PRESENTATION STYLE', with dates ranging from July 24 to August 2. Each session has a 'Register' button and a 'Details' link.

Webinars	Date	Register
HOW TO PREPARE FOR A VIRTUAL CAREER FAIR - PRESENTATION STYLE	JUL 24 12:00 PM Pacific 60 minutes	Register
HOW TO PREPARE FOR A VIRTUAL CAREER FAIR - PRESENTATION STYLE	JUL 25 12:00 PM Pacific 60 minutes	Register
HOW TO PREPARE FOR A VIRTUAL CAREER FAIR - PRESENTATION STYLE	JUL 26 12:00 PM Pacific 60 minutes	Register
HOW TO PREPARE FOR A VIRTUAL CAREER FAIR - PRESENTATION STYLE	JUL 31 8:30 AM Pacific 60 minutes	Register
HOW TO PREPARE FOR A VIRTUAL CAREER FAIR - PRESENTATION STYLE	AUG 2 10:00 AM Pacific 60 minutes	Register

- Once you submit your RSVP via CRN for the Virtual Career Fair, you will be sent an email with a link to create an **online profile** and **upload your resume** specifically for this event.
- The event link provided will be updated on a regular basis with the **current list of exhibitors** and **their recruitment focus**. Check the site often to receive exhibitor updates.
- Included in the FAQ document is a link to a 15-minute recorded orientation video with tips for optimizing your time and event preparation. Alternatively, you may choose to attend a live webinar for additional support at to ask questions about the event – *training sessions available via the Learning Center*.
- When the live portion of the Virtual Career Fair ends at 4:00pm Eastern on August 9<sup>th</sup> and the company reps have left, the site will automatically be entered into a 'passive' period through Friday, August 17<sup>th</sup> at 12pm Eastern. You can use this extra 'passive' time to revisit the booths, apply to highlighted positions and use the platform to send follow-up messages to the exhibitors.

*Please feel free to reach out if you need help preparing for the event.*

- **Virtual Career Fair (VCF) - What? When? Where?**

The VCF is an exclusive opportunity for LHH candidates to learn about open jobs with national employers. These employers have an immediate need for talent and are looking to connect with LHH candidates. The LIVE portion of the event is from 12 pm to 4 pm Eastern on Thursday, August 9<sup>th</sup>. After the live period concludes and the reps leave, the booths will remain open through 12 pm Eastern on Friday, August 17<sup>th</sup>.

- **Benefits?**

The VCF is a unique opportunity for you to learn about dozens of national employers that are hiring right now—from the comfort of your home. Take your time to learn about each company, its immediate staffing needs, culture, etc. When you are ready, you may apply for any positions for which you might be a fit. The VCF is only open to LHH candidates so it's a great way to get a jump on the competition. Additionally, we will provide your resume to all of the exhibitors you visit at the event.

- **How do I register for the VCF?**

We ask that you RSVP via the Career Resource Network (CRN) and then complete your registration and upload your resume on the VCF site.

- **How do I upload my resume and share with recruiters?**

If you do not upload your resume when registering on the VCF platform, you will have to go back to the site before the event opens and login to edit your profile. Click on the gear icon at the top right of the VCF navigation menu. Select "Edit Registration Info." Click on the "Choose a File" button under the "Resume" section and upload your file(s). Every employer whose booth you visit will have access to resume you upload and receive a copy from us after the event.

- **Why should I include my social media information in my profile?**

Our exhibitors want to see your LinkedIn page—we encourage you to include the URL when you create your profile for the event. LHH has received specific requests from exhibitors asking that we encourage you to share this information. Your LinkedIn profile will help you to be found and to be given more serious consideration by the VCF exhibitors.

- **How do I prepare for the VCF?**

Watch the Best Practices video: <http://bit.ly/2yxBv2l> It's 15 minutes in length and will tell you exactly what you need to know. You can access the current list of exhibitors and their recruitment focus via the event link you receive once you RSVP. Check the site often to receive exhibitor updates to research the exhibitors prior to the live event.

- **How do I connect with recruiters?**

If you have specific questions about a particular company or job opening(s) that you are unable to find answers to in the booth:

1. **[During the LIVE event]** You may contact the recruiting team by using the "Connect with Reps" button located in the upper left side of each booth. Each employer's recruiting team is available from 12p to 4p Eastern to connect with you via live text chat. *Make sure your questions are specific and reflect the employer's needs.*
2. **[During the PASSIVE event]** After the live period concludes and the reps leave, the booths will remain open through 12 pm Eastern on Friday, August 17<sup>th</sup> so you can submit follow-up questions to the exhibitors.

We also recommend that you ask to connect via social media and join their talent community to get your credentials into their talent pipeline and learn more about the company.

- **Should I visit all of the booths?**

We suggest that you take advantage of the opportunity to visit as many of the booths as possible. The VCF will continue to be open for a week following the live event between August 10<sup>th</sup> and August 17<sup>th</sup> in “passive” mode and we invite you to revisit the booths of your target companies and visit any booths you missed during the live event.

There may be employers with which you are unfamiliar and others to consider adding to your target list. Step into the booths and explore current opportunities - you may be surprised!

- **Are the featured jobs in the exhibitors’ booths all of the open positions at these companies?**

No, in many cases, you are viewing a handful of the most critical job requisitions that the exhibitors have selected to highlight. If you do not see a job listed in your area, we encourage you to visit the employer’s website via the “Event Recruitment Focus” section in their booth and use the link provided to access all the available jobs.

- **What if there are no jobs at my target company in my area of expertise?**

Don’t get frustrated if you are not a match for their immediate hiring needs. The virtual career fair offers you the ability to make connections that may yield opportunities in the future. You can always ask for a networking contact that sources for opportunities in your area of expertise. Employers may also have a talent community for you to join.

- **If I apply online, will a recruiter respond to me?**

*Some* employers will acknowledge every application submitted. Others will only respond to those candidates with whom they wish to have additional conversations. It depends on the recruiting practices of each organization and the volume of applications. The majority of employers require you to apply on their website as a first step.

- **What is an Employer Spotlight? How should I use it?**

The Employer Spotlights are 15 minute on-demand interviews of several of our exhibitors. These recordings are opportunities for you to hear about the companies and their hiring needs, cultures, work environments, etc. We recommend that you visit the Employer Spotlights area first as they will help you to be better prepared before you initiate contact with the employers.

- **What is the networking lounge? How should I use it?**

The Networking Lounge is a place where you can meet other jobseekers who are visiting the VCF. If you include your LinkedIn address in your profile, you will be able to see which visitors are a part of your LinkedIn network and identify company representatives you may want to invite to connect.

- **What is the purpose of the LHH booth?**

The LHH booth is a place where you can gather information from consultants and staff that can help you optimize your time in the VCF.

- **Who should I contact with questions not answered in the FAQ?**

Send general event questions to: [VirtualCareerFair@LHH.com](mailto:VirtualCareerFair@LHH.com)

### **Technical Support:**

Be sure to *perform a system check ASAP* to ensure you are able to access the virtual event using the “System Check” link at the bottom of the registration page on the virtual event site. There is also a “Technical Support” link to address any login or system compatibility questions. Chrome and Firefox are the preferred internet browsers to use when attending the virtual career fair.