WELCOME TO THE UNIVERSITY CAREER CENTER.

ABOUT KU

UNDERGRADUATE: 19,852

GRADUATE: 5,869

INTERNATIONAL STUDENTS: 2,135

KU OFFERS NEARLY 200 FIELDS OF STUDY. 58 ARE NATIONALLY RANKED, MANY IN THE TOP 10

STUDENTS HAVE STARTED MORE THAN 600 STUDENT ORGS

MORE THAN 3,000 STUDENTS ARE INVOLVED IN SORORITIES AND FRATERNITIES

A “BEST IN THE WEST” SCHOOL

A message from the University Career Center Director:
The University Career Center staff is committed to providing career services that result in our students leading more meaningful, purposeful lives. We do this through educating KU students about the career development, planning, and implementation process and connecting them with employment and experiential educational opportunities. Our goal is to develop productive partnerships with employers, administrators, faculty, and alumni on projects that enhance career opportunities for KU students. Our career networks staff want to make recruiting at the University Career Center an efficient, effective and successful experience. We look forward to working with you.

David Gaston
adgaston@ku.edu | 785-864-3624

A message from the University Career Center Associate Director:
The Career Networks team is dedicated to connecting our talented students with meaningful internship and employment opportunities. We serve all KU students and alumni but focus on those in the College of Liberal Arts and Sciences, School of Education, School of Social Welfare, and School of Architecture, Design and Planning. By offering a full range of recruiting services to employers, we can assist you in finding the right talent to meet your hiring goals. Recruiting options include internship, part-time and full-time job listings, resume books, and on-campus interviews. We facilitate networking opportunities through a variety of career fairs, information sessions, etiquette dinners and other special programs. I am happy to visit with you about developing a recruiting plan that fits your needs. Please contact me to discuss how I can connect you with the people and resources that will make your KU recruiting experience a success.

Ann J. Hartley
ahartley@ku.edu | 785-864-4517

KU Career Services Alliance

UNIVERSITY CAREER CENTER
career.ku.edu
785.864.3624

BUSINESS CAREER SERVICE CENTER
business.ku.edu/recruiters
785.864.5591

ENGINEERING CAREER CENTER
engr.ku.edu/career_center/
785.864.3891

JOURNALISM CAREER CENTER
journalism.ku.edu
785.864.7630

SCHOOL OF MUSIC
music.ku.edu/careers
785.864.4466

OFFICE OF CAREER SERVICES,
SCHOOL OF LAW
law.ku.edu/employers
785.864.4377
POST EMPLOYMENT OPPORTUNITIES, AND HIRE JAYHAWKS!

The University Career Center provides free employer access to our online career services management system, KU Career Connections. Log in or register today!

KU Career Connections
A comprehensive online recruiting system

MANAGE YOUR ACCOUNT
Edit your contact information and change your password.

UPDATE YOUR PROFILE
Complete your organization profile and keep your information updated. Students and alumni learn about your organization by viewing your online profile.

VIEW RESUMES
Direct-hire employers may request authorization to view resume books for specific majors or groups. Employers may view existing books or create customized ones. We can create a resume book and email it to you. This service allows you to contact students and alumni directly to promote your opportunity.

REPORT HIRES
Let us know when you hire KU students. We want to know what students are doing after graduating from KU. We greatly appreciate your feedback. To report a hire, log in and select “Submit your hiring information”. Thank you!

POST JOBS & INTERNSHIPS
List full-time, part-time and internship positions for free. Post jobs to multiple schools through One Stop, a fee-based service. Log in, select “jobs”, then “add new” to enter the job details and application information.

RECRUIT ON CAMPUS
Request and manage pre-select or open campus interview schedules. We will reserve a room, promote your opportunity to students, schedule interviews, and provide resumes. You may request an employer information session to discuss your organization and opportunities with students prior to your campus interviews. Log in and select “On-Campus Interviews (OCR)” to request a date and schedule options.

ATTEND CAREER FAIRS
Attending a career fair is the best way to get in front of a large number of students in one day. KU holds multiple events annually where employers can promote their jobs and internships to students and alumni. Log in and select “Events” to view career fairs. Select “register” to sign up.

UCC EVENT CALENDAR
August Part-Time Job Fair
September Volunteer Fair
November Internship Fair
February University Career Fair; Education Career Fair
March Education Career Fair; Architecture, Design, and Planning Career Fair
April Education Interview Day; Spring Etiquette Dinner; Just In Time Career Fair

Internship Programs
DEVELOPING AN INTERNSHIP PROGRAM
1. Set program goals.
2. Designate who will supervise the intern.
3. Determine intern compensation.
4. Designate a work space for the intern.
5. Decide on qualifications you seek.
6. Write the internship description.
7. Promote your opportunity through KU Career Connections.

BENEFITS
• Increased visibility of your organization on campus.
• Year round source of highly motivated pre-professionals.
• Fresh perspectives to old problems.
• Quality candidates for temporary or seasonal positions and projects.
• Proven, cost-effective way to recruit and evaluate potential employees.

BEST PRACTICES
• Orient the intern to his or her new work space and the company or organization.
• Clearly outline duties and goals.
• Provide the resources needed to do the assigned duties.
• Evaluate the intern’s progress and provide him or her with feedback.
• Assign quality projects that will engage.
• Report your hires to us!

ACADEMIC CREDIT
Academic credit may be available for an internship but will be arranged by the student along with a KU faculty member, an academic department, or the University Career Center.

MORE THAN 1,400 INTERNSHIPS ARE POSTED IN KU CAREER CONNECTIONS EACH YEAR

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ENHANCE YOUR VISIBILITY ON CAMPUS... HERE’S HOW WE CAN HELP.

There are a variety of resources that may compliment your recruiting efforts at KU and raise your visibility on campus.

**PLAN A VISIT**

Campus Map

[map.ku.edu](http://map.ku.edu)

**Directions**

The Burge Union is located on the west side of Allen Fieldhouse. From I-70: Take US-59 (Iowa St.) south to 15th Street. Turn east (left) on 15th Street. Turn south (right) on Burdick Dr. Turn west (right) on Irving Hill Road. The Burge Union is on the left side of the road.

**Parking**

The UCC is located at 110 Burge Union. The most convenient parking area is at The Allen Fieldhouse Garage located at 1501 Irving Hill Road, directly north of Allen Field House. Parking at this facility is $1.75 for the first hour and $1.50 for each additional hour. Prices are subject to change.

**For questions or to discuss one of our sponsorship packages, please contact:**

Ann Hartley
Associate Director
ahartley@ku.edu
785.864.4517

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**University Career Center Sponsorship Packages**

Team with the UCC to help promote your organization and opportunities to KU students.

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**Rock Chalk Package:**

- Twelve month digital advertisement on two University Career Center office monitors
- Priority notification/registration for University Career Center events and programs
- Quarter page ad in University Career Fair booklet
- Prominent display of employer logo on University Career Center website home page with link to company website for the current academic year
- Company handouts placed in the University Career Center lobby (employer will provide handouts)

Value: $1,350

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**Jayhawk Package:**

- Spring University Career Fair registration
- Part Time Job Fair registration
- Internship Fair registration
- Spring Etiquette Dinner registration
- Recognized as University Career Fair sponsor with company logo included on event marketing materials
- Half page advertisement in the University Career Fair booklet

Value: $2,650

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**KU Crimson & Blue Package:**

- ‘Employer Spotlight’ promoted on University Career Center website, Facebook, Twitter, Pinterest, and blog
- Monthly Facebook and Twitter promotions including posts to promote company employment opportunities, campus recruiting deadlines, and employer event/fair participation for twelve months
- YouTube promotion including placement of feature employer video on University Career Center’s YouTube channel for one year. (Employer will provide video)

Value: $5,050

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- Participate in mock interviews and help students sharpen their skills.
- Come to resume review days and provide valuable feedback for students.
- Consult with the UCC to use creative flyers to promote your opportunities.
- Come in and visit with the University Career Center staff, keeping us informed about your organization, culture, internships, career opportunities, salaries, etc.
- Reserve a table in the Kansas Union in a high traffic area and visit informally with students.
- Plan an information session prior to interviewing on campus to discuss your organization and opportunities with students.
- Speak to student organizations and sponsor one of their meetings.
- Become a sponsor for career fairs and etiquette dinners.
- Speak on employer panels for events or classes.
- Create a campus ambassador program, hiring KU students to promote your organization on campus.
- Sponsor an exclusive employer-student event, such as a bowling party in the Kansas Union, or a tailgate for a KU home football game.
- Advertise your campus visit and current positions in the student newspaper, the University Daily Kansan.
COLLEGE OF LIBERAL ARTS & SCIENCES

ARTS
- Dance
- Film & Media Studies
- Theatre
- Visual Art
  - Ceramics
  - Drawing & Painting
  - Expanded Media
  - History of Art
  - Metalsmithing/Jewelry
  - Printmaking
  - Sculpture
  - Textiles
  - Visual Art Education

HUMANITIES
- Classics
  - The Classical Antiquity
  - The Classical Languages
- East Asian Languages & Culture
- English
- French & Italian
- Germanic Languages & Literatures
- History
- History of Art
- Humanities & Western Civilization
- Institute for Digital Research in Humanities
- Philosophy
- Religious Studies
- Slavic Languages & Literatures
- Spanish & Portuguese

INTERNATIONAL & INTERDISCIPLINARY STUDIES
- African & African-American Studies
- American Studies
- Center for East Asian Studies
- Center for Global & International Studies
- Center for Russian, East European & Eurasian Studies
- Center of Latin American Studies
- Indigenous Studies Program
- Environmental Studies
- Kansas African Studies Center
- Museum Studies
- Women, Gender & Sexuality Studies

NATURAL SCIENCES & MATHEMATICS
- Bioinformatics
- Center for Science Education
- Chemistry
- Ecology & Evolutionary Biology
- Genetics
- Geography
  - Geobiology
  - Geophysics
  - Glaciology
  - Hydrogeology
  - Paleontology
  - Sedimentary Geology
  - Tectonics
- Geology
- Mathematics
- Molecular Biosciences
  - Biochemistry
  - Microbiology
  - Biology
  - Cell Biology
  - Ecology, and Evolutionary Biology
  - Genetics
  - Neurobiology
  - Organismal Biology
  - Teaching Biology
- Physics & Astronomy
  - Engineering Physics

SOCIAL & BEHAVIORAL SCIENCES
- Anthropology
  - Archaeology
  - Biological Anthropology
  - Sociocultural Anthropology
- Linguistics
- Applied Behavioral Science
- Center for Research Methods & Data Analysis
- Child Language Program
- Clinical Child Psychology Program
- Communication Studies
- Economics
- Gerontology
- Linguistics
- Political Science
- Electoral Politics
- Pre-Law
- Public Policy
- World Politics
- Psychology
- School of Public Affairs & Administration
- Sociology
- Speech-Language-Hearing

SCHOOL OF SOCIAL WELFARE
- Social Work

SCHOOL OF EDUCATION
- Curriculum & Teaching
  - Elementary Teacher Education
  - Secondary Teacher Education
  - Unified Early Childhood
- Educational Leadership & Policy Studies
  - Educational Administration
  - Educational Technology
  - Social and Cultural Studies in Education
  - Higher Education Administration
  - Policy Studies in Education
- Health, Sport & Exercise Science
  - Athletic Training
  - Community Health
  - Health & Physical Education
  - Exercise Science
  - Sport Management
- Psychology & Research in Education
  - Counseling Psychology
  - Educational Psychology & Research
  - School Psychology
- Special Education
  - Autism Spectrum Disorders
  - Early Childhood Unified
  - High-Incidence Disabilities
  - Low-Incidence Disabilities
  - Secondary Special Ed Transition
  - Doctoral Studies in Special Education

SCHOOL OF ARCHITECTURE, DESIGN & PLANNING
- Architecture
- Industrial Design
- Interior Design
- Photo Media
- Visual Communication - Graphics
- Visual Communication - Illustration

60% OF KU STUDENTS ARE ENROLLED IN THE COLLEGE OF LIBERAL ARTS & SCIENCES AT THE LAWRENCE CAMPUS

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career.ku.edu | 785.864.3624