CAREER CENTER PARTNERS

A distinguished group of organizations who are directly supporting career development and employment assistance programs at Florida State University.

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Dave & Cathy Bame

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Macy’s
Mass Mutual South Florida
Otis Elevator Company
Raymond James Financial
Signature Consultants
VR Systems, Inc.
Whiting-Turner Contracting Company

Our valued partners and all employers recruiting at Florida State University give assurance that they are equal opportunity employers.
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The FSU Career Center  
Dunlap Success Center  
100 South Woodward Avenue  
Tallahassee, FL 32306-4162

Office Hours  
Monday - Friday, 8 a.m. - 5 p.m.

@fsucareercenter  
#HireANole
Dear Recruiters,

We are pleased to provide this handbook to ensure the effectiveness of your organization’s recruiting efforts at Florida State University. For over 50 years, the FSU Career Center has been committed to providing linkages between employers and students, and we are confident our students at FSU are some of the best in the country.

I would like to take this opportunity to thank Career Center sponsors and members of the Employer Partner Program who have made this publication possible. As we continue to prepare students for success and as FSU seeks to enter the Top 25 Public Universities, now more than ever, we appreciate your involvement with our Career Center team in developing a cooperative and productive relationship with FSU. Whether you are looking to fill a part or full-time position and/or internship, our Employer Relations and Experiential Learning teams stand ready to source your talent via concierge services.

The FSU Career Center is located in our state-of-the-art, 47,000-square-foot building, the Dunlap Student Success Center. We are asking that our employer partners consider sponsoring a room in The Career Center. It is important to note that The Career Center’s named rooms will be for perpetuity through a one-time donation. Also, employer room sponsors will receive extensive campus-wide acknowledgment and visibility in support of their recruiting efforts at FSU.

The FSU Career Center uses Handshake to support of our recruiting programs offering FSU students opportunities to engage with employers throughout the globe and provides employers the opportunity to post their career opportunities with multiple schools through one system. Please use Handshake for all of your talent needs.

The quality of our students is high, and we believe that FSU is one of the more dynamic, energetic, and growing universities nationally. Once again, on behalf of The Career Center staff, thank you for your interest in our office and students. I am confident that we will further strengthen the professional partnership between your organization, FSU, and The Career Center. We look forward to working with you!

Sincerely,

Myrna P. Hoover
Director, The Career Center
Florida State University
mhoover@fsu.edu
850.644.6089
**OUR UNIVERSITY**

16 Academic Colleges plus the Graduate School
Applied Studies (FSU Panama City); Arts & Sciences; Business; Communication & Information; Criminology & Criminal Justice; Education; Engineering; Fine Arts; Human Sciences; Law; Medicine; Motion Picture Arts; Music; Nursing; Social Sciences & Public Policy; Social Work

#33

Elevated five spots among the nation’s Top 50 public institutions, ranking No. 33 in U.S. News & World Report 2018.

Designated as a preeminent research university in the state by the Florida Legislature as a result of having met a set of rigorous benchmarks.

Award-winning for exceptional progress in retaining minorities, low-income students, and veterans. FSU ranked No. 25 among public institutions in Forbes’ 2017 “Best Value Colleges.”

Kiplinger’s Personal Finance “Best Values in Public Colleges” ranked FSU the No. 4 best value among all public colleges for out-of-state students and No. 14 best value for in-state students in 2018.

For a second consecutive year, FSU has been recognized by INSIGHT Into Diversity magazine as one of ten Diversity Champion colleges and universities in the nation.

Military Times ranked Florida State No. 22 in the latest “Best Colleges for Vets” 2018 rankings.

FSU Panama City offers competitive degree programs (17 undergraduate and 8 graduate programs) with small class sizes and personalized attention.

---

**OUR STUDENTS**

Total Enrollment for 2017: 41,900
- 32,812 Undergraduates
- 7,393 Graduates
- 56% Female; 44% Male

32.7% Minority Enrollment
- 8.3% Black
- 18.2% Hispanic
- 2.5% Asian
- 3.4% Two or More Races

FSU students are skilled, dedicated, team-oriented, and creative—they personify qualities of effective employees.

**OUR CAREER CENTER**

- Recognized as one of the leading career services providers both nationally and internationally.
- Hands-on Career Advising and Counseling team to help prepare your future employees for life post-graduation.
- Committed Experiential Learning team to assist you with recruiting interns and part-time employees. Career liaisons are your direct connection to a targeted student population on our campus.
- Skillful Employer Relations team to manage your full-time hiring, help your on-campus recruiting needs, and build your organization’s visibility at FSU.
- Talented Tech Center team assists practitioners with scholarly research and instruction.
EMPLOYER RELATIONS TEAM

List full-time jobs, interview on campus, participate in career fairs, and more!

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Debbie Crowder
Program Assistant
dcrowder@fsu.edu
850.644.4023

The Employer Relations Team

The Employer Relations team is committed to providing employers a seamless recruiting experience. Whether you are new to FSU or one of our long-standing partners, the Employer Relations team will connect you with services and programs and to faculty, staff, and administrators in order to help you identify talent. We know FSU students are some of the best in the country.

Florida State University (FSU) is a member of the National Association of Colleges and Employers (NACE), the national professional association for career planning, placement, and recruitment. As a member of this association, FSU adheres to the Principles for Professional Conduct for career professionals, employers, and students. The principles support three basic precepts:

1. An open and free selection of employment opportunities.
2. A recruitment process that is fair and equitable to candidates and employing organizations.
3. Informed and responsible decision-making by candidates.

For more information, visit naceweb.org.
CAREER CENTER CONTACTS

EXPERIENTIAL LEARNING TEAM

List internships, part-time jobs, or seasonal jobs, participate in career fairs, and more!

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TBD
Program Assistant
TBD
850.644.9775

Embedded Career Liaisons

Now embedded in various academic units, Career Liaisons work to increase student engagement in experiential learning opportunities, deliver employability-skills workshops and events, and link students to local, state, and regional internship employers. In addition, they collaborate closely with unit faculty, academic advisors, and the Division of Student Affairs.
ON-CAMPUS RECRUITING

PROCEDURES

Recruit FSU students for full-time, co-op, part-time or seasonal, or internship positions in the Dunlap Student Success Center (DSC), third floor, and fill your hiring needs. Interviews are held Monday through Friday between 8:30 a.m. and 4:30 p.m.

On-campus recruiting is encouraged in the fall (end of September through November) and spring (February through April).

PLANNING & SCHEDULING VISITS

Florida State University uses Handshake to coordinate all on-campus recruiting (OCR) schedules. Reservations and interview details are made, scheduled, and finalized online.

Handshake

REGISTER AS A NEW EMPLOYER

• Visit career.fsu.edu/handshake.
• Click “Employer Login.”
• Go to the “Register” tab to create a new account.

Note: Once we approve your account, you will receive an email with a link to set your password.

REQUEST A SCHEDULE

• Visit career.fsu.edu/handshake.
• Click “Employer Login.”
• Log in with your username (email address) and password (sent at initial registration).

Note: Use the “Forgot Password” tool if you do not know your password.

• In Handshake, click on “+Request an Interview” located on the homepage.
• Select Florida State University as the school and choose the contact.
• Fill out all required fields for the request and submit for review.
• Once your schedule is confirmed, you will receive a confirmation email with directions on how to attach positions to your schedule.
  • Pre-Select: allows students to submit resumes for consideration then the employer chooses who they want to interview. Please make these requests at least three weeks in advance.
  • Open: any student who meets the qualifications set by the employer can automatically sign up for a slot. Request at least two weeks in advance.
  • Room Only: employers will create their own schedule, usually from students met at an event, job posting, or resume book/referral.

CHANGE OR CANCEL SCHEDULES

Changes and/or cancellations to scheduled date(s) or recruiting requirements will be accommodated if they are made at least three weeks prior to your recruiting date(s). Cancellations during this period are still accepted and no further action is necessary.

Note: Changes made less than three weeks prior to your recruiting date(s) will not give adequate time for publicity and may result in a less effective recruiting visit. Call the Senior Assistant Director for Employer Relations at 850.644.6493.

Please call or email to discuss the best type of schedule for your needs. We can work on strategy or timeline to assist with your visit.
Once appointments are scheduled two weeks prior to your recruiting date, we feel that the commitment to honor those arrangements rests equally with candidates and employers. Therefore, changes by the employer resulting in cancellation of appointments should be followed by letters or emails from your organization to the candidates. Résumés can be obtained through Handshake to facilitate this courteous contact. Candidates are bound to the same courtesy—they must write a letter of explanation if they do not give adequate notice of cancellation or do not appear for an interview. In fact, in some cases, students may be banned from further on-campus interviewing for missing scheduled interviews.

INFORMATION SESSIONS/TABLING
Promote your organization and meet potential candidates by hosting an information session. Please make requests at least one month in advance to help ensure space availability.

Reservations for on-campus information sessions should be made through Handshake.

• Visit career.fsu.edu/handshake.
• Click Employer Login and log into Handshake with your username (email address) and password.
• In Handshake, click on “+Request an Event” located on the homepage.
• Select Florida State University as the school and choose the contact.
• Fill out all required fields for the request and submit for review.
  • The information in the form will help us determine location, marketing, and other aspects to better prepare for your event.
• Once your event is confirmed, you will receive a confirmation email with location and other important information.

Should your organization have materials that must be shipped, please clearly label the boxes with your organization name and send to appropriate address.

Information Sessions in the Student Services Building (SSB) or anywhere on main campus can be shipped to:

Florida State University Career Center
Attention: Heather Scarboro
100 South Woodward Avenue
Tallahassee, FL 32306

Be sure to note that the materials are for an information session and that your organization name is clearly labeled. You may pick up your materials on the 3rd floor of the Dunlap Success Center prior to 5 p.m.

Information Sessions in the FAMU-FSU College of Engineering should be shipped to:

The College of Engineering Career Services
Attention: Information Session – Organization Name
Jami Lynn Cook
2525 Pottsdamer Street
Tallahassee, FL 32310-6046

Audio/visual equipment will NOT always be available. Please ensure you bring a laptop to present with as rooms do NOT come with computers.

CAREER CENTER SERVICES
HANDSHAKE: A JOB LISTING SERVICE
Post full and part-time job listings, internships, co-op positions, and externships specifically targeted to FSU students and alumni through Handshake. There is no fee to post jobs to FSU. Visit career.fsu.edu/handshake to login.

PROFESSIONOLE MENTORS
Give back to students by sharing your knowledge and expertise through the ProfessioNole Mentors program, a career network made up of alumni, parents, and friends of Florida State University. As a ProfessioNole Mentor, you will help students learn more about a particular career field, industry, discuss internship opportunities, or give advice about job searching. Become a mentor by visiting career.fsu.edu/professionole-mentors.

FSUSHADOW
Build your brand on campus and identify talent through serving as a FSUSHADOW Host. The FSUSHADOW Program, run during academic breaks, provides matched single-day shadowing opportunities to students nationwide. Learn more at career.fsu.edu/fsushadow.
CAREER EVENTS

Many career events are scheduled throughout the year to meet your recruiting needs.

PART-TIME JOB FAIR
Meet over 1,400 students at the Part-Time Job Fair, the perfect opportunity to recruit FSU talent for part-time or seasonal help. This fair is held each fall and spring.

STEM CAREER & INTERNSHIP FAIR
Connect with students seeking full-time, internship, and co-op opportunities in engineering, computer science, and other technology-related industries. The STEM Career & Internship Fair is held in September and January at the FAMU-FSU College of Engineering.

SEMINOLE FUTURES ALL MAJORS CAREER & INTERNSHIP FAIR
Our largest career fair, Seminole Futures brings over 3,000 students from all disciplines and backgrounds to the Donald L. Tucker Civic Center. Employers from all industries are invited to attend this event, held in September and January.

GRADUATE SCHOOL FAIR AND LAW SCHOOL FAIR
Represent your graduate program or law/professional program and share with students information about the application process, program requirements, and why the institution is the right fit for them.

GOVERNMENT & SOCIAL SERVICES CAREER FAIR
Connect with students interested in working for government, social services, and non-profit agencies.

EDUCATION & LIBRARY CAREER FAIR
Provide industry insight and share full-time and internship opportunities with students interested in these fields.

HEALTH PROFESSIONS CAREER FAIR
Recruit students majoring in nursing and other health-related areas interested in the healthcare industry.

RÉSUMÉ CAFÉ & STEM RÉSUMÉ CAFÉ
Meet one-on-one with students prior to Career Fair week by providing résumé critiques in the Dunlap Success Center, the FAMU-FSU College of Engineering, and FSU Panama City.

STATEWIDE JOB FAIR
Meet with over 1,000 students and alumni from Florida’s ten state universities in one event. This fair is held each May at the University of Central Florida’s arena.

SEC & ACC VIRTUAL CAREER FAIR
Reach students from not only Florida State University but also the 27 other institutions in the SEC and ACC in this virtual fair.

VETERANS CONNECTION: STUDENT & EMPLOYER NETWORKING EVENT AND SEMINOLE SUCCESS NIGHT: A CELEBRATION OF LEADERSHIP & DIVERSITY
The Career Center offers two networking nights aimed at specific populations on campus. Veterans Connection, held in the fall, targets FSU student veterans, and Seminole Success Night, held in the spring, targets underrepresented populations on campus and student leaders. Registration for these events is part of the registration process for Seminole Futures and STEM Career & Internship Fair.

ENGINEERS NETWORKING NIGHT
Local organizations can connect with students interested in careers in engineering, computer science, and other technology-related fields.

Contact the Employer Relations team at 850.644.431 or HireANole@fsu.edu.
# RECRUITMENT CALENDAR

## FALL 2018

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<td>Classes Begin</td>
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<tr>
<td>August 30</td>
<td>Part-Time Job Fair</td>
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<tr>
<td>September 18</td>
<td>STEM Résumé Café</td>
</tr>
<tr>
<td>September 24</td>
<td>Résumé Café</td>
</tr>
<tr>
<td>September 25</td>
<td>STEM Career &amp; Internship Fair</td>
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<td>September 26</td>
<td>Veterans Connection: Student &amp; Employer Networking Event</td>
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<tr>
<td>September 27</td>
<td>Seminole Futures All Majors Career &amp; Internship Fair</td>
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<td>October 1</td>
<td>On-Campus Recruiting Begins</td>
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<tr>
<td>October 22</td>
<td>Law School Fair</td>
</tr>
<tr>
<td>October 23</td>
<td>Graduate &amp; Professional School Fair</td>
</tr>
<tr>
<td>October 25</td>
<td>Graduate &amp; Professional School Fair (FSU Departments. ONLY)</td>
</tr>
<tr>
<td>November 12</td>
<td>Veteran’s Day</td>
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<td>November 21-25</td>
<td>Thanksgiving</td>
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<td>December 7</td>
<td>On-Campus Recruiting Ends</td>
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<td>December 7</td>
<td>Last Day of Classes</td>
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<td>December 14-15</td>
<td>Commencement</td>
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<td>December 17-19</td>
<td>FSUshadow</td>
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## SPRING 2019

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<tr>
<td>January 7</td>
<td>Classes Begin</td>
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<tr>
<td>TBD</td>
<td>Part-Time Job Fair</td>
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<tr>
<td>TBD</td>
<td>STEM Résumé Café</td>
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<tr>
<td>January 14</td>
<td>Résumé Café</td>
</tr>
<tr>
<td>January 15</td>
<td>STEM Career &amp; Internship Fair</td>
</tr>
<tr>
<td>January 16</td>
<td>Seminole Success Night: A Celebration of Diversity &amp; Leadership</td>
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<tr>
<td>January 17</td>
<td>Seminole Futures All Majors Career &amp; Internship Fair</td>
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<tr>
<td>January 21</td>
<td>Martin Luther King Day</td>
</tr>
<tr>
<td>January 22</td>
<td>On-Campus Recruiting Begins</td>
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<tr>
<td>TBD</td>
<td>Health Professions Career Fair</td>
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<td>March 18-22</td>
<td>Spring Break</td>
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<td>March 18-21</td>
<td>FSUshadow</td>
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<td>TBD</td>
<td>Government &amp; Social Services Career Fair</td>
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<tr>
<td>TBD</td>
<td>SECACC Virtual Career Fair</td>
</tr>
<tr>
<td>April 26</td>
<td>Last Day of Classes</td>
</tr>
<tr>
<td>April 26</td>
<td>On-Campus Recruiting Ends</td>
</tr>
<tr>
<td>TBD</td>
<td>Education &amp; Library Career Fair</td>
</tr>
<tr>
<td>May 3-4</td>
<td>Commencement</td>
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</tbody>
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TIPS FOR SUCCESSFUL ON-CAMPUS RECRUITING

PRESELECT STUDENTS
Be sure that you have identified all preselected students in Handshake two weeks prior to your visit.

PROVIDE RECRUITERS WITH NECESSARY INFORMATION
Often those making arrangements for on-campus interviews and receiving our information are not the ones visiting campus to recruit. Please be sure that those coming to campus and conducting the interviews are provided all scheduling, location, procedure, and contact information.

TIPS FOR A SUCCESSFUL CAREER FAIR*

KNOW YOUR AUDIENCE
Knowing FSU’s student demographics and population characteristics is important. To learn more about our students, visit career.fsu.edu/stats or ir.fsu.edu.

SEND YOUR FSU ALUMNI TO CAMPUS
FSU alumni are proud of their institution and love to return to their alma mater. Alumni can serve as great advertisements for your organization, especially when they are sharing your organization’s brand and message with students.

REFLECT ORGANIZATIONAL DIVERSITY
Homogeneity in a recruiting team may cause suspicion or wariness among students of diverse backgrounds. FSU is a diverse university. Over one-quarter of current students are multicultural. Make sure your team sends the right message.

STAFF YOUR BOOTH APPROPRIATELY - PREPARE FOR PEAKS & VALLEYS
Our peak hours are 10:30 a.m. to 12 p.m. and 1 to 3 p.m at Seminole Futures. If possible, arrange to have more than one recruiter at your booth during these times.

INTEGRATE HIGH TECH & TOUCH
Multimedia displays and impressive technology will attract students to your booth; however, remember to complement the display with knowledgeable team members. Check with Career Center staff regarding your technology needs.

GIVEAWAYS ATTRACT JOB PROSPECTS
Name recognition and recall go a long way. Identify promotional materials that will arouse interest and link to your recruiting message. Always have enough to make it through the day.

BE CAREFUL ABOUT SHIPPING MATERIALS & HAVE A BACK UP PLAN
We provide shipping instructions in your career fair confirmation; however, you should always have a Plan B in case your materials don’t arrive. Your fellow recruiters recommend carrying at least 50 copies of materials with you, just in case.

PURSUE SEVERAL GOALS AT THE CAREER FAIR
Make your time in Tallahassee as productive as possible. In addition to attending the fair, schedule opportunities to meet with key people on campus. Faculty members, Career Center staff, and relevant student organizations may be valuable resources in your recruiting efforts.

FOLLOW UP
Once you have attracted a quality group of prospective employees, do not miss the opportunity to keep them interested. Determine your follow-up strategy prior to the fair.

*Condensed with permission from the National Association of Colleges & Employers (NACE).
“An internship is a form of experiential learning that integrates knowledge and theory learned in the classroom with practical application and skills development in a professional setting. Internships give students the opportunity to gain valuable applied experience and make connections in professional fields; and give employers the opportunity to guide and evaluate talent.”

*National Association of Colleges and Employers (NACE)*

### Internship Overview

Historically, full-time, entry-level hires converted from an employer’s own internship program are more likely to persist with the employing organization than their counterparts who have no experience or who gained it through another organization’s program.

Internships are one-time hands-on work or service experiences:

- Related to the student intern’s major or career goal
- Paid or unpaid
- Student may or may not receive academic credit
- Involves work in a professional setting
- Supervision provided by practicing professionals in the field
- Guided by predetermined learning outcomes, which the intern engages in and reflects upon throughout the duration of the experience.

### Interns Provide

- Fresh ideas on problems facing the organization
- Assistance with projects/tasks that need completing
- Insight on new approaches and business solutions
- Feedback on your products and services from young consumers
- Opportunities to screen and work with potential entry-level employees, prior to making a full-time employment commitment

### Internship Outcomes

- Increased brand visibility and product knowledge for your organization at FSU
- A training program and talent pipeline for future full-time professionals within your organization
- Management experience and leadership skills growth for your entry-level employees
- Showcase long-term career opportunities within both your organization and your industry

At the one-year full-time employment mark, hires converted from an employer’s own internship program outpace their inexperienced counterparts.

*National Association of Colleges and Employers (NACE)*

78.5% — vs. — 67.5%

### Internship Types

- Apprenticeship
- Clinical
- Cooperative Education (Co-Op)
- Fellowship
- Field Work
- Practicum
- Research Assistant
- Service Learning
- Student Teaching
- Volunteer

### Internship Lengths

Typically, internships last 10-12 weeks and run on the same timeline as academic semesters:

- **Fall** (Late August - Early December)
- **Spring** (Early January - Late April)
- **Summer** (Mid-May - Early August)

Internship employers typically recognize University Holidays, Breaks and Closures, allowing Student Interns to put studies first.
INTERNSHIP COMPENSATION

Interns are typically paid more than minimum wage in your state. Internship Programs fall under the Fair Labor Standards Act. For an unpaid internship program to meet regulations with for-profit employers, interns must be gaining experience directly correlated with their major or academic coursework and receiving ongoing professional development and mentorship.

$17.69
Current average hourly wage for interns at bachelor's degree level
National Association of Colleges and Employers (NACE)

U.S. DEPARTMENT OF LABOR FACT SHEET #71

Background
The FLSA requires “for-profit” employers to pay employees for their work. Interns and students, however, may not be “employees” under the FLSA—in which case the FLSA does not require compensation for their work.

For more information, visit bit.ly/DoLFactSheet71.

For-profit organizations that choose to host unpaid interns typically provide alternative forms of compensation, such as:

• A monthly, semester or project-based stipend
• Provided housing or a housing allowance
• Meal provision or reimbursement
• Parking/transportation reimbursement
• Sponsored membership to a professional development organization
• Attendance at local, regional, or national professional development trainings or conferences
• Academic scholarships

INTERNSHIPS & ACADEMIC CREDIT

Enrolling in an academic course during an internship means the student will be paying tuition.

For 2017-2018, the in-state charge per credit hour is $215.55 + fees. A typical three-credit course is $646.65 + fees.

Florida State University Registrar

Students do not have to be receiving academic credit from FSU in order to engage in an internship.

Stipulations and guidelines impacting financial compensation policies and preventing students from being paid for their work if they are receiving college credit are discriminatory.

At FSU, academic credit is always at the discretion of the Academic Department/Program (e.g. Political Science Department or Professional Sales Program) or College/School (e.g. College of Business or School of Hospitality).

Not all FSU majors offer an academic internship course. If they do:

• Eligibility requirements for academic internship courses can vary depending on year in school, degree level and major.
• Most for-credit academic internship courses are limited to upper level students.

After a student secures an internship, the responsibility lies with the student, not the employer, to explore the potential to earn academic course credit.

Organizations hiring interns should design their internship program around their own needs, not academic course requirements.

In recruiting for your internship program, you can emphasize your organization’s willingness to complete any needed forms to facilitate a student earning academic credit, such as including a statement in your internship position description:

Can I use this internship/co-op for academic course credit at FSU?

Contact your major’s internship coordinator to get the appropriate paperwork. If our internship fits your academic program’s requirements, we’re happy to work with you to fulfill requirements and complete paperwork, when possible.

As Universities grant academic credit, an organization should avoid promising that their internship will qualify for academic credit.
ALTERNATIVES TO ACADEMIC CREDIT

While the FSU Career Center does not grant academic credit for internships, we do offer a way for FSU students to earn recognition from FSU for their completion of an internship.

Experience Recognition Program (ERP)
The ERP program facilitate students’ professional development and growth through goal-setting, reflection, and self-evaluation. Students can earn recognition in one of two ways:

1. Certificate
   - Receive a certificate
   - Upload certificate to LinkedIn or Career Portfolio
   - Enroll by mid-semester deadline
2. Transcript Notation
   - Participate in zero (0) credit hour virtual course
   - Graded on S/U scale
   - Enroll by drop/add deadline

Visit career.fsu.edu/erp to learn more.

LAUNCHING AN INTERNSHIP PROGRAM

Converting students who have taken part in your internship program into full-time employees is a primary goal for most organizations.

As you think about hosting an intern, it is important to make sure your organization is ready.

Hosting a successful intern requires:

- **Time** – someone to train, supervise, and mentor
- **Physical/financial resources** – work space, computer/internet access, telephone/voicemail, etc.

The best-laid plans actually do make for the best internships – and create the most value for both the employer and the intern. So, it is worth the extra work in the beginning to assess your organizational need and readiness.

ASSESS ORGANIZATIONAL NEED:

- Are there back-burner projects that you would like to see completed?
- Is there a big project or peak season when your organization needs extra help?
- Do you have a specific employee that would benefit from extra short-term assistance?
- Do you have any preexisting resources or programs that need an update?
- Do you have a great idea that your organization needs help launching?

ASSESS ORGANIZATIONAL READINESS:

- Does your organization have both the time and resources needed to develop and mentor an intern throughout the entire experience?
- Is there a physical space for the intern to complete work equipped with the necessary technology?
- Can you develop a clear plan of how the intern can effectively contribute to your goals?
- Do you have a supervisor with some degree of expertise in the area in which the intern will be working?
- Who will be responsible for planning and executing your intern's onboarding and offboarding process?
- Does your organization have the supervision structure to ensure the intern is meeting organization standards?

DEVELOPING A COMPELLING POSITION DESCRIPTION

Your internship position description is often the first impression a student has of your organization! Well-developed internship position descriptions always garner the most interest and applications from student candidates.

When crafting your position description, we recommend including the following:

1. **Why should a student choose your internship opportunity?**
   
   **Incorporate a compelling (short) description of your organization.**
   
   FSU students may not be familiar with your organization, so adding details builds interest about your mission and community impact.
   
   **Example:** “Our solutions allow our clients to increase productivity and profits. We’re no strangers to the IT industry; we’ve been in business for 30+ years.”
   
   **Lead with a concise overall statement describing the internship opportunity.**
   
   **Example:** “The Event Management Intern will work directly with the Event Planner to plan and execute a flawless annual conference welcoming 5,000 professionals for a weeklong continuing education program.”
   
   **Use adjectives that accurately describe the work environment and culture (team-oriented, fast-paced, etc.).**
   
   **Example:** “We’re a big company that feels like family, with offices across the U.S. and the globe. When you become our colleague, you join a family of innovators dedicated to making big things happen every day.”
Typically, employers begin recruiting interns eight months before their start date.

2. What will the intern gain from choosing your opportunity?
Provide a description of what the intern will learn from this opportunity.

Example: “Experience will be gained in event planning, volunteer management, B2C communications, community grassroots marketing, and vendor management.”

Brag on the supervisor – students want to know who will mentor them!

Example: “The intern will work under a supervisor, with the opportunity for mentorship, that has 20+ years of experience running multimodal communication strategies for Fortune 500, large non-profits, and lobbying organizations.”

Provide a description of any professional development opportunities available to students.

Example: “Perks of working with our office includes networking with a world-class team, attending meetings with high level leadership, your own office, and an occasional ice cream or coffee outing (maybe even lunch!). And, we have an on-site fitness center.”

3. What skills are needed for an Intern to succeed in your internship program?
Articulate the specific qualifications and skills. Avoid being vague.

Example: “Excellent quantitative problem-solving and analytic skills. Ability to communicate financial and economic concepts in verbal and written forms. Capable of managing multiple projects and meeting deadlines. Experience doing empirical research with large data sets.”

SETTING YOUR INTERN UP FOR SUCCESS

ORIENTATION
Intern orientation should be held on or before the first day of work.

In preparation for their arrival, you can make them feel valued by pre-ordering any nametags, branded shirts, door plaques, business cards, etc.

Before they arrive, set-up their assigned work area including telephone, computer, internet, voicemail, etc. and stocking with office supplies.

And remember, this may be your intern’s first professional experience, so you may need to have a more detailed orientation than with a full-time hire. Consider including the following:

Describe the Organization’s History:
• Where did it begin?
• How has the organization changed? What triggered those changes?
• What are the organization’s future goals?

Explain the Organizational Structure:
• Provide a copy of your organizational chart. Explain how the team/departamental groupings were created.
• Take time to explain the specific reporting structure for the team the intern works on.
• Provide the intern with personnel resources – who can and should answer future questions on the organization structure?

Outline Organizational Rules, Policies, Decorum, and Expectations:
• Is there special company or industry jargon the intern needs to know?
• Reiterate specific work standards and procedures, including dress code and office norms.
• Detail any policies around using technology, printing, or using work phones for personal business.
• Explain any security or confidentiality policies.
• Explain protocol and use of break rooms (including refrigerators, microwave, communal coffee pots, etc.).
• Provide initial (and ongoing) training on mail, telephone, email, etc. systems that will be utilized for work.
• What local, state and/or federal guidelines or law apply to the intern’s work?
• What safety regulations must the intern abide?
• How should they order or request needed office supplies.
If there are any FSU Alumni or recent hires, take time to specifically introduce them or have that employee spend time with the intern on their first day to create an informal mentor relationship. In the future, your Intern may feel more comfortable approaching them with questions they may be too embarrassed to ask their supervisor.

SUPERVISION

DEVELOPING LEARNING GOALS

Develop learning goals with your intern to identify outcomes and desired experiences. Learning goals should be SMART (specific, measurable, attainable, realistic, and time-bound). To ensure time is spent productively, collaborate your Intern in creating these goals. Learning goals may relate to:

Job Skills (“Hard Skills”)
- Concrete skills the intern hopes to obtain or build, such as learning to follow or perform appropriate procedures, utilize special equipment/technology, and execute specific methods or job-related tasks.

Personal/Professional Skills (“Soft Skills”)
- Less tangible skills and competencies the intern hopes to cultivate, such as self-confidence, working effectively with others, professional etiquette, networking, time management, organization, and decision making.

Career Field/Industry Knowledge
- New information regarding the company, industry, occupation, or job duties.

DETAIL YOUR SUPERVISION STYLE & EXPECTATIONS

- How much access to you does the intern have?
- What is your preferred communication style?
- Is there a procedure you want to follow for reviewing completed work?
- What periodic forms or reports do you want the Intern to complete?
- What tasks can be completed without your approval?

PROVIDE ON-GOING FEEDBACK

Interns will look to their supervisors for guidance in navigating their transition to the professional world. Meet with the intern regularly.

Make sure to reinforce positive attitudes, and encourage the intern to keep a portfolio of work throughout the experience.

This will help the intern reflect when the internship has been completed and will provide a sense of accomplishment and professional growth.

PROVIDE PROFESSIONAL DEVELOPMENT

- When possible allow your intern to shadow you and other organizational leaders during meetings, presentations, conference calls, sales pitches, etc.
- Take the intern to any local professional development sessions/trainings or trade shows.
- Set-up intra-organizational job shadow opportunities to provide a full picture into your organizations.
- Schedule informational interviews with your peers and mentors to provide a deeper look into career paths and advancement opportunities in your career field or industry.

Make the intern feel like part of the team.

EVALUATING THE INTERN

When evaluating the intern, be sure to include feedback on the intern’s timeliness and ability to take and follow direction. Mention areas that need growth and development, as well as areas in which the intern excelled.

Internships are experiential learning opportunities designed to enhance the academic coursework, it is recommended that intern evaluations mimic the rhythm of an academic semester:

The First Evaluation
- When: 1-3 weeks after orientation, onboarding and training is complete
- Goal: Ensure everyone’s initial expectations are being met

The Second Evaluation
- When: Mid-point of the internship
- Goal: Assess progress made towards agreed upon learning goals and determine if additional resources are necessary to complete assignments. Provide constructive feedback on areas of professional growth

The Final Evaluation
- When: Last week of the internship
- Goal: Both Supervisor and Intern can reflect on the experience, celebrate successes, assess professional growth, as well as constructively discussing areas of improvement for both the intern professionally and the Internship Program.

Questions? Contact: cc-gain-experience@fsu.edu
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<td><strong>History</strong></td>
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<tr>
<td>Dr. Edward Gray.............................</td>
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<td><strong>Hospitality</strong></td>
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<tr>
<td>Dr. Donald Farr................................</td>
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<td><strong>Humanities</strong></td>
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<tr>
<td>Dr. Lisa Wakamiya...........................</td>
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<tr>
<td>Dr. Martin Kavka................................</td>
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<tr>
<td><strong>Industrial &amp; Manufacturing Engineering</strong></td>
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<tr>
<td>Dr. Okenwa Okoli............................</td>
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<td><strong>Information Technology</strong></td>
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<tr>
<td>Dr. Lorri Mon..................................</td>
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<tr>
<td><strong>Interior Design</strong></td>
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<tr>
<td>Lisa Waxman....................................</td>
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<td><strong>International Affairs, Director of Undergraduate Studies</strong></td>
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<tr>
<td>Dr. Whitney Bendeck.........................</td>
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<td><strong>Management</strong></td>
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<td>Dr. Jack Fiorito............................</td>
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<td><strong>Marketing</strong></td>
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<tr>
<td>Dr. Michael K. Brady.......................</td>
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<td><strong>Master’s of Business Administration</strong></td>
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<tr>
<td>Dr. William Christiansen...................</td>
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<tr>
<td><strong>Mathematics</strong></td>
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<tr>
<td>Dr. Xiaoming Wang..........................</td>
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<tr>
<td><strong>Mechanical Engineering</strong></td>
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<td>Dr. Emmanuel Collins......................</td>
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<tr>
<td><strong>Modern Languages &amp; Linguistics</strong></td>
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<tr>
<td>Dr. Mark Pietralunga........................</td>
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<td><strong>Motion Picture Arts</strong></td>
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<td>Brenda Mills....................................</td>
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<td><strong>Philosophy</strong></td>
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<td>Dr. J. Piers Rawling......................</td>
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<td><strong>Physics</strong></td>
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<td>Dr. Mark Riley................................</td>
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<td><strong>Political Science</strong></td>
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<tr>
<td>Jerry Fisher...................................</td>
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<td><strong>Professional Communication (Panama City Campus)</strong></td>
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<tr>
<td>Sandra Halvorson............................</td>
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<td><strong>Psychology</strong></td>
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<td>Dr. Jeanette Taylor..........................</td>
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<td><strong>Public Administration &amp; Policy</strong></td>
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<td>Dr. James S. Bowman.......................</td>
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<td><strong>Public Health</strong></td>
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<td>Dr. William G. Weissert...................</td>
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<td><strong>Public Safety and Security (Panama City Campus)</strong></td>
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<tr>
<td>Tom Kelley......................................</td>
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<td><strong>Recreation, Tourism, and Events (Panama City Campus)</strong></td>
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<td>John Crossley...................................</td>
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<td><strong>Religion</strong></td>
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<td>Dr. Ailne Kalbian...........................</td>
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<td><strong>Retail Merchandising &amp; Product Development</strong></td>
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<tr>
<td>Ann Langston...................................</td>
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<tr>
<td><strong>Risk Management/Insurance, Real Estate, &amp; Legal Studies</strong></td>
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<tr>
<td>Dr. Cassandra Cole.........................</td>
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<tr>
<td><strong>Scientific Computing</strong></td>
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<td>Dr. Max Gunzburger.........................</td>
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<td><strong>Social Work</strong></td>
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<td>Dr. Pam Graham MacDill.....................</td>
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<td><strong>Sociology</strong></td>
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<td>Dr. Ike Eberstein............................</td>
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<td><strong>Statistics</strong></td>
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<td>Dr. Xufeng Niu...............................</td>
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<tr>
<td><strong>Urban &amp; Regional Planning</strong></td>
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<tr>
<td>Dr. Jeffrey Brown............................</td>
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</tbody>
</table>
STUDENT ORGANIZATIONS

Promote your visit by connecting with the following student organizations. Contact information and descriptions of selected FSU groups are listed below. For a complete listing of FSU student organizations, visit nolecentral.dsa.fsu.edu.

Advertising Club
Dr. Barry Solomon
850.644.8756 • bsolomon@fsu.edu
3117 University Center C, College of Communication & Information
Discusses and expands on events within the advertising field and the classroom.

Alpha Chi Sigma
Dr. Edwin F. Hilinski
850.644.5503 • hilinski@chem.fsu.edu
616 Dittmer Lab of Chemistry, College of Arts & Sciences
Promotes chemistry both as a science and as a profession to members and the community.

Alpha Kappa Psi
Dr. Luke Hopkins
850.645.0941 • lhopkins@business.fsu.edu
523 College of Business
Provides business majors with the opportunity to increase their knowledge and understanding of the business world.

American Association of Textile Chemists & Colorists
Dr. Jessica Ridgway
850.644.1754 • jridgway@fsu.edu
314 Sandels Building, College of Human Sciences
Addresses the interests of students related to textile product development and quality assurance, while providing personal and professional development opportunities for students of all majors.

American Institute of Aeronautics & Astronautics
Dr. Chiang Shih
850.410.6321 • shih@eng.fsu.edu
229 FAMU-FSU College of Engineering
Promotes the professional needs and interests of the aerospace workforce and advances the state of aerospace science, engineering, technology, and operations.

American Institute of Chemical Engineers
Mr. Wright Finney
850.410.6309 • finney@eng.fsu.edu
A135 FAMU-FSU College of Engineering
Provides resources and information on chemical engineering jobs, companies, internships, and co-ops.

American Library Association (Student Chapter)
Ms. Pamala J. Doffek
850.644.0461 • pam.doffek@cci.fsu.edu
106B Shores Building (Goldstein Library), College of Communication & Information
Promotes the development of professional career opportunities in the library and information community.

American Marketing Association
Dr. Luke Hopkins
850.645.9041 • lhopkins@business.fsu.edu
423 College of Business
Enhances students’ awareness of marketing, especially as it pertains to the business world.

American Society of Civil Engineers
Dr. Primus Mtenga
850.410.6130 • mtenga@eng.fsu.edu
A332 FAMU-FSU College of Engineering
Improves the practice of civil engineering as the leading professional organization serving civil engineers and related disciplines.

American Society of Mechanical Engineers
Dr. Eric Hellstrom
850.645.7489 • hellstrom@asc.magnet.fsu.edu
A229 FAMU-FSU College of Engineering
Promotes and enhances the technical competency and professional opportunities in mechanical engineering.

Association for Computing Machinery
Dr. Robert van Engelen
850.645.0309 • engelen@cs.fsu.edu
168 Love Building, College of Arts & Sciences
An international scientific and educational organization dedicated to advancing the arts, sciences, and applications of information technology for computing professionals and students working in various fields of information technology.

Association for Computing Machinery (Women)
Dr. Sonia Haiduc
850.645.0727 • shaiduc@cs.fsu.edu
261 Love Building, College of Arts & Sciences
Celebrates, informs, and supports women in computing and related career fields.

Association for Information Systems
Dr. Iris Junglas
850.644.2416 • ijunglas@business.fsu.edu
Promotes better understanding of information systems and technology, while aiding students in career development via career building workshops and regular speaking engagements with IT professionals.
Association of IT Professionals (AITP)
Mr. Ebe Randeree
850.645.5674 • ebe.randeree@cci.fsu.edu
4110 University Center C, College of Communication & Information
Provides the opportunity to expand students’ potentials through events, networking, mentoring, and socialization.

Association of Latino Professionals in Finance and Accounting
Ms. Holly Sudano
850.644.6693; hssudano@business.fsu.edu
517 College of Business
Creates opportunities and relationships, while expanding Latino/Hispanic leadership in the global workforce.

Association of Students in Social Work
Mrs. Fran Gomory
850.645.5768 • fgomory@fsu.edu
MSW University Center C2517, College of Social Work
Promotes awareness of social work values within the community, while offering networking and leadership opportunities through service and advocacy projects.

Beta Alpha Psi
Ms. Holly Sudano
850.644.6693 • hssudano@business.fsu.edu
514 College of Business
Promotes the study and practice of accounting.

Biomedical Engineering Society
Dr. Samuel Grant
850.410.6158 • scgrant@fsu.edu
B334 FAMU-FSU College of Engineering
Spreads knowledge of the biomedical industry and draws upon faculty of the program to describe current endeavors within the biomedical engineering perspective.

Black Retail Action Group, Florida State Chapter
Ms. Justina Jones
850.644.9699 • japjones3@fsu.edu
Thagard Building, 109 Collegiate Loop
Encourages the participation of minority students in retail by promoting professional development and leadership skills and offering networking opportunities.

Club Manager’s Association of America
Ms. Cynthia Johnson
850.645.9980 • cjohnson2@fsu.edu
4100 University Center B, Dedman School of Hospitality
Provides students with the opportunity to learn and explore club management.

Collegiate Entrepreneurs Organization
Ms. Wendy Plant
850.645.2711 • wplant@business.fsu.edu
215 College of Business
Inspires students to be entrepreneurial and helps them connect with entrepreneurs for enterprise creation.

Collegiate Merchandising Association
Mrs. Ann Langston
850.644.3236 • alangston@fsu.edu
330 Sandels Building, College of Human Sciences
Helps students prepare for a successful transition into a career in retailing and product development through presentations, activities, and guest speakers.

Collegiate Veterans Association
Ms. Abby Kinch
850.264.7948 • akinch@business.fsu.edu
336E Rovetta Business Building
Provides a social network for those who have experienced military life and aids in the transition from military to campus life and professional careers.

The Consulting Group
Mr. Jeff Horton
850.644.2509 • jnhorton@fsu.edu
222 College of Business
Provides business consulting services to small businesses and non-profit organizations.

Cybersecurity Club
Dr. Shuyuan “Mary” Ho
850.645.0406 • smho@fsu.edu
267 Shores Building, College of Communication & Information
Promotes and introduces students to cybersecurity topics and STEM-related careers in the field of cybersecurity.

Delta Sigma Pi
TBD
850.645.1527
333 College of Business
Fosters the study of business, encourages scholarship, and promotes closer affiliation between the commercial world and students of commerce.

Economics Club
Dr. Michael Hammock
850.644.7079 • mhammock@fsu.edu
256 Bellamy Building, College of Social Sciences & Public Policy
Examines and analyzes current economic trends, while promoting professional development of students interested in pursuing economics as a profession.

Enactus (formerly SIFE)
Mr. Gary Smith
412 College of Business
850.644.2982; gsmith@business.fsu.edu
Helps students develop skills to become socially responsible business leaders to enable progress through entrepreneurial action.
Eta Sigma Delta
Ms. Libby Lewis
4103 University Center B, Dedman School of Hospitality
850.645.9734 • ealewis@business.fsu.edu
A prestigious international honor society for superior hospitality administration students.

Financial Management Association
Dr. Douglas Smith
850.321.5731 • desmith@business.fsu.edu
424 College of Business
Assists in the professional, educational, and social developments of students interested in finance, banking, and investments.

Future Seminole Actuaries
Dr. Steve Paris
850.644.4419 • paris@math.fsu.edu
202A Love Building, College of Arts and Sciences
Educates students about the profession and prepares them for actuarial exams and their future careers.

Florida Public Relations Association
Dr. Patrick Merle
850.644.8773 • patrick.merle@cci.fsu.edu
3100 University Center C, College of Communication & Information
Furthers the success of students interested in a career in public relations.

Florida Restaurant & Lodging Association
Dr. Lydia Hanks
850.644.3972 • lhanks@business.fsu.edu
4114 University Center B, Dedman School of Hospitality
Connects students with lodging and restaurant industry leaders who can provide insight into the real world issues and career opportunities in these sectors.

Gamma Iota Sigma
Ms. Lynne McChristian
850.645.1020 • ccole@business.fsu.edu
233 College of Business
Provides opportunities for students to advance their knowledge of the insurance industry through professional activities and contact with practitioners.

Health Occupations Students of America
Dr. Jeong-su Kim
850.644.4795 • jkim6@fsu.edu
432 Sandels Building, College of Human Sciences
Provides opportunities for students to gain knowledge, develop leadership skills, and network with professionals.

Institute of Electrical and Electronics Engineers
Dr. Bruce Harvey
850.410.6451 • bharvey@eng.fsu.edu
A341 FAMU-FSU College of Engineering
Promotes the development and application of electrotechnology and allied sciences.

Institute of Industrial Engineers
Dr. Tarik Dickens
850.410.6353 • dickens@eng.fsu.edu
A332 FAMU-FSU College of Engineering
Promotes the industrial engineering profession.

Instructional Systems Student Association
Dr. Jim Klein
850.644.8789 • jklein@fsu.edu
3205F Stone Building, College of Education
Promotes and enhances the academic and professional development of instructional systems students and increases the local and global visibility of the program.

Interior Design Student Organization
Ms. Kenan Fishburne
850.644.1436 • kfishburne@fsu.edu
1039 William Johnston Building, College of Fine Arts
Mr. Steve Webber
850.644.1436 • swebber@fsu.edu
1014 William Johnston Building, College of Fine Arts
Serves as a pre-professional group in association with the American Society of Interior Designers (ASID) and the International Interior Design Association (IIDA) to enrich the education of members with co-curricular special meetings and events.

International Business Association
Dr. Daekwan Kim
850.644.7890 • dkim@business.fsu.edu
358 College of Business
Creates a network of students interested in international business, while serving as an intermediary between FSU and the corporate world.

Iota Tau Alpha/Athletic Training Student Honor Society
Dr. Angela Sehgal
850.644.1899 • asehgal@fsu.edu
422 Sandels Building, College of Human Sciences
An honor and professional society for students of athletic training education, which facilitates academic excellence, leadership development, and preparation for professional careers.

Lambda Pi Eta Honor Society
Dr. Davis Houck
850.644.8642 • dhouck@fsu.edu
3121 University Center C, College of Communication & Information
Professional honorary society for undergraduate students in the College of Communication & Information.

Minority Business Society
Dr. Cassandra Cole
850.644.9283 • ccole@business.fsu.edu
525 College of Business
Offers workshops and networking opportunities to ensure the success of minority business students and to aid corporations in their search for qualified candidates.
MBA Association  
Dr. William Christiansen  
850.644.8202 • wchristiansen@business.fsu.edu  
311 College of Business

Dr. Steven Perfect  
850.644.7868 • sperfect@business.fsu.edu  
509 College of Business

Provides career resources and networking opportunities.

The Music and Entertainment Industry Student Association  
Dr. Brian Gaber  
850.644.3377 • bgaber@fsu.edu  
211A Housewright, College of Music

Students seeking experience and opportunities to network with professionals through local, regional, and national activities.

National Association of Black Accountants, Inc.  
Ms. Holly Sudano  
850.644.6693 • hsudano@business.fsu.edu  
517 College of Business

Addresses professional needs of members, while developing and inspiring future leaders in the accounting and finance professions.

National Society of Black Engineers  
Dr. Clayton Clark  
850.410.6122 • cjclark@fsu.edu  
A332 FAMU-FSU College of Engineering

Increases career opportunities of minority engineers who excel academically to succeed professionally.

Psi Chi - National Honor Society in Psychology  
Dr. Ed Hansen  
850.645.7411 • hansen@psy.fsu.edu  
B228 Psychology Building, College of Arts & Sciences

Aims to recognize and foster high potential among current Psychology majors by providing opportunities to hear advice from our faculty and grad students, share information and build community among our members, and provide psych-related service opportunities on campus and in Tallahassee.

Real Estate Society  
Dr. Steve Bailey  
850.645.5656 • sbailey@business.fsu.edu  
524 College of Business

Provides opportunities for members to enhance their knowledge of the real estate industry through professional activities and contact with practitioners.

Sales Club  
Mr. Pat Pallentino  
850.644.7875 • ppallentino@business.fsu.edu  
226 College of Business

Promotes the development of professional selling skills and expose both sales majors and non-sales majors to career opportunities.

Sigma Tau Delta - International English Honor Society  
Dr. Maxine Montgomery  
850.644.4230 • mmontgomery@fsu.edu  
433 Williams

Confers distinction for high achievement in all areas of English studies at the undergraduate and graduate levels; promotes interest in literature and the English language in surrounding communities; fosters all aspects of the discipline of English, including literature, language, and writing; and to serve society by fostering literacy.

Society of Automotive Engineers  
Dr. Patrick Hollis  
850.410.6319 • hollis@eng.fsu.edu  
A232 FAMU-FSU College of Engineering

Exchanges information and ideas for advancing the engineering of mobility systems as a profession and provides professional networking and career information.

Society of Hispanic Professional Engineers, FSU Chapter  
Mr. William Leparulo  
850.410.6120 • leparulo@fsu.edu  
B111 FAMU-FSU College of Engineering

Enhances and achieves the potential for Hispanics in engineering, math, and science and promotes professional and personal growth.

Society for Human Resource Management  
Dr. Shanna Daniels  
850.645.0674 • srdaniels@business.fsu.edu  
249 College of Business

Fosters the career development of members through guest speakers, networking, and career services.

Society of Manufacturing Engineers  
Dr. Tariq Dickens  
850.410.6353 • dickens@eng.fsu.edu  
A332 FAMU-FSU College of Engineering

Brings manufacturing engineers, electrical engineers, mechanical engineers, and industrial engineers together through advanced manufacturing for the future.

STARS Alliance  
Mr. Ebe Randeree  
850.645.5674 • ebe.randeree@cci.fsu.edu  
4110 University Center C, College of Communication & Information

Broadens participation in computing through best practices and community building.

Student Athletic Trainers Association  
Dr. Angela Sehgal  
850.644.1899 • asehgal@fsu.edu  
422 Sandels Building, College of Human Sciences

Provides a means for education and an exchange of ideas within the profession of athletic training while providing both educational and professional support through the use of continuing education and networking opportunities.
**Student Dietetic Association**  
Mrs. Jennifer Farrell  
850.644.4794 • jefarrell2@fsu.edu  
410 Sandels Building, College of Human Sciences  
Provides networking opportunities between faculty, staff, local professionals, and the dietetic and health-focused student body.

**Student Nurses Association**  
Ms. Nanna Cuchens  
850.644.5382 • ncuchens@fsu.edu  
429 Duxbury Hall, College of Nursing  
Provides programs representative of fundamental and current professional interest. Affiliated with the Florida Nursing Students Association (FNSA) and the National Student Nurses Association (NSNA).

**Tau Beta Pi - National Engineering Honor Society**  
Dr. John Telotte  
850.410.6168 • jtelotte@eng.fsu.edu  
A135 FAMU-FSU College of Engineering  
Elects students in all engineering disciplines with the highest academic honors, leadership, integrity, and civic accomplishments.

**Tri Beta - Biological Honor Society**  
Dr. Debra Ann Fadool  
850.644.4775 • dfadool@fsu.edu  
3008 King Life Science Building  
Fosters networking with professors and guest speakers, and keeps members informed about upcoming events.

**Women in Accounting**  
Ms. Rochelle Greenberg  
850.644.7866 • rgreenbe@business.fsu.edu  
407 College of Business  
Addresses the unique challenges facing women entering the accounting professions at all stages of their careers and assists students in gaining knowledge about the professional accountant.

**Women in Business**  
Ms. Marissa Langston  
850.645.7162 • mlangston@business.fsu.edu  
314 College of Business  
Promotes an awareness of the dynamic role of women in today’s business environment, and establishes a forum for developing a critical discourse of that role. Open to all majors.

**Women in IT and ICT Sharing Experiences**  
Mr. Ebe Randeree  
850.645.5674 • ebe.randeree@cci.fsu.edu  
4110 University Center C, College of Communication & Information  
Provides women in the technology program opportunities for professional growth, networking and leadership through partnerships with professional women in local technology community.

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**CAREER CENTER EXECUTIVE SUMMARY 2017**

**CAREER ADVISING/COUNSELING/LIBRARY**  
19,863 visits

**CAREER OUTREACH PROGRAMS**  
1,201 programs; 40,703 participants

**CAREER PLANNING CLASS, SDS 3340**  
12 sections; 390 students

**CAREER FAIRS**  
20 fairs; 1,450 employers; 11,534 students

**COOPERATIVE EDUCATION, INTERNSHIPS & PART-TIME JOBS**  
7,785 co-ops/internships self-reported; 8,599 experiential learning opportunities; 2,428 student employment positions

**GARNET & GOLD SCHOLAR SOCIETY**  
303 inductees

**MOCK INTERVIEWS**  
862 interviews conducted

**ON-CAMPUS RECRUITING**  
287 employers; 945 interview schedules; 4,951 interviews

**CAREER PORTFOLIO**  
1,755 new Career Portfolios created

**JOB LISTINGS & RESUME REFERRALS**  
19,695 job listings referred to Simplicity/NACElink/Handshake
ROOM SPONSOR
The Career Center is located in the state-of-the-art Dunlap Student Success Center in the heart of FSU’s campus. The building, which comprises approximately 47,000 square feet of space, houses classrooms, resource centers, meeting rooms, and offices.

Room sponsors benefit from increased visibility on campus and will receive the following benefits:

- A **plaque** naming their room for perpetuity.
- **Logo placement** on flat screen televisions, on The Career Center website, and in several annual publications targeting students, faculty, and other FSU recruiters.

Rooms available for sponsorship include:

- state-of-the-art interview rooms at **$30,000**.
- six-room interview suites at **$50,000**.
- large, public Career Center rooms at **$100,000**.

GOLD PARTNER: **$5,000**
Membership includes:

- Registration fee waived for up to 4 career events during the academic year.
- Additional incidentals for each career fair waived, including up to 8 additional participant fees, an extra table at your booth, and electrical access.
- Priority placement at career fairs.
- Corporate logo displayed on the Seminole Futures entrance display.
- Full page ad in the Career Guide, distributed to FSU students throughout the academic year, and special recognition on the Seminole Futures student fair guide.
- Corporate logo displayed on The Career Center website at **career.fsu.edu/Current-Partners** and on Handshake.
- Organizational spotlight in our student newsletter and via social media outlets.
- Access to Résumé Books (an online database of résumés).
- Preferred participation in speaker panels/forums, workshops, classes, and mock interviews.
- Membership on The Career Center Advisory Board.
- Membership in the Employer-in-Residence Program.

GARNET PARTNER: **$3,000**
Membership includes:

- Registration fee waived for up to 3 career events during the academic year.
- Up to 6 additional participant fees for each career fair waived.
- Priority placement at career fairs.
- Company name displayed on the Seminole Futures entrance display.
- 25 percent discount on advertisement in the Career Guide, distributed to FSU students throughout the academic year, and special recognition on the Seminole Futures student fair guide.
- Company name listed on The Career Center website at **career.fsu.edu/Current-Partners**.
- Organizational spotlight in our student newsletter and via social media outlets.
- Access to Résumé Books (an online database of résumés).
- Preferred participation in speaker panels/forums, workshops, classes, and mock interviews.
- Membership on The Career Center Advisory Board.
- Membership in the Employer-in-Residence Program.

EMployee-IN-RESIDENCE PROGRAM
The Employer-in-Residence program provides an opportunity for employers to meet with students and provide professional advice and feedback. Garnet and Gold Partners get automatic membership in this program.

- **Résumé critiques**
- **Career advice sessions**
- **Mock interviews**
- **Professional networking**

During your visit, you can have your own office at The Career Center that you may call your “home base” or be placed in The Career Center Library for high student traffic.

**Contact Employer Relations Program Director at 850.644.9771**

**Contact Employer Relations Senior Assistant Director at 850.644.6493**
### Sponsorship Opportunities

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<th>Annual</th>
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<td></td>
<td>Garnet Partner $3,000</td>
<td>Gold Partner $5,000</td>
<td>Room Sponsor $30,000</td>
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<tr>
<td>Career Events Registration Fees Waived (Per Year)</td>
<td>3</td>
<td>4</td>
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<tr>
<td>Extra Fair Participants</td>
<td>6</td>
<td>8</td>
<td></td>
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<tr>
<td>Extra Table at Fair</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
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<tr>
<td>Priority Placement at Fair</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
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<tr>
<td>Special Recognition on Student Fair Guide &amp; Career Guide</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
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<tr>
<td>Full-Page Ad in Career Guide</td>
<td>25% Discount</td>
<td>Free</td>
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<tr>
<td>Corporate name or Logo (with hyperlink to employer website) on Career Center Website</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
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<td>Corporate Logo in Handshake</td>
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<td>✓</td>
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<tr>
<td>Corporate Logo on Flat Screen TVs</td>
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<td>✓</td>
<td>✓</td>
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<td>Organization Spotlight in Student Newsletter and Facebook</td>
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<td>Access to Online Résumé Books</td>
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<tr>
<td>Preferred Participation in Speaker Panels/Forums, Workshops, &amp; Classes</td>
<td>✓</td>
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<td>Use of Dunlap Success Center for Information Sessions, Receptions, Etc.</td>
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<td>2 Events</td>
<td></td>
</tr>
<tr>
<td>Naming Opportunity</td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Membership on Career Center Advisory Board</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Membership in Employer-in-Residence</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
</tbody>
</table>
OTHER SPONSORSHIP OPTIONS

Support events and programs hosted by The Career Center, including networking nights, the Career Portfolio Contest, the Student Ambassador Program, the Mock Interview program, and more! These funds allow us to continue providing high-quality student career development and employment programs.

FRIENDS OF THE CAREER CENTER FUND
Unlimited amount with base contribution of $100
Former students and friends of FSU can give back to services that benefitted their career success or a family member's career success.
Contact Leslie Mille, Associate Director
850.644.6433 • lmille@fsu.edu

CAREER PORTFOLIO CONTEST SPONSOR
$2,000 (One-Year Sponsorship)
Get recognized at the spring Seminole Futures Career & Internship Fair and on the Career Portfolio webpage.
Contact Leslie Mille, Associate Director
850.644.6433 • lmille@fsu.edu

MOCK INTERVIEW SPONSOR
$1,000
Sponsor The Career Center’s Mock Interview Program, which allows FSU students to practice their interviewing skills and receive feedback on their performance.
Contact Michelle Futo, Assistant Director, Mock Interviews & Employer Development
850.644.9776 • mfuto@fsu.edu

CAREER ADVISOR SCHOLARSHIP PROGRAM
$100
Support graduate students preparing for professional positions in career counseling and human resources. Those contributing will receive name recognition on a plaque located in The Career Center.
Contact Robert Reardon, Ph.D., Professor Emeritus
850.644.9777 • rreardon@fsu.edu

CAREER ADVISOR ENDOWMENT SPONSOR
$25,000
A gift of this amount or more provides for the naming of a permanent endowment fund for a Career Advisor Scholarship.
Contact Robert Reardon, Ph.D., Professor Emeritus
850.644.9777 • rreardon@fsu.edu

VETERANS CONNECTION AND SEMINOLE SUCCESS NIGHT
Event Sponsor $3,000
Gain sponsor recognition at Veterans Connection in the fall, targeting FSU student veterans, or Seminole Success Night in the spring, targeting underrepresented populations on campus and student leaders.
Veterans Connection: Contact Megan Hollis, Senior Assistant Director, Experiential Learning
850.645.0444 • megan.hollis@fsu.edu
Seminole Success Night: Contact Michelle Futo, Assistant Director, Mock Interviews & Employer Development
850.644.9776 • mfuto@fsu.edu

CAREER CENTER INTERNSHIP FUND
Unlimited amount
By eliminating financial barriers, this fund supports students in the pursuit of paid or unpaid experiential opportunities to explore their career interests.
Contact Tracey Dowling, Program Director, Experiential Learning
850.644.9774 • tdowling@fsu.edu

STUDENT AMBASSADOR PROGRAM
$1,500
Work directly with our Student Ambassadors, who strengthen The Career Center’s engagement with the FSU community on a peer-to-peer level.
Contact Karen Hill, Senior Assistant Director, Outreach & Assessment 850.644.2152 • khill@fsu.edu

STUDENT EMPLOYEE OF THE YEAR AWARD CEREMONY
$1,500
This ceremony recognizes FSU student employees for their diligence, contributions, and hard work in support of FSU Colleges and Departments.
Contact Li Pon, Senior Assistant Director, Experiential Learning
850.644.2442 • lpon@fsu.edu
Graduating seniors were asked to complete an online survey regarding their post-graduate plans during April 2016. 7,875 graduating seniors from summer 2016, fall 2016, and spring 2017 completed the survey, which represents over 91% of all graduates. Also included in these findings are the results of a six-month follow-up survey.

### FSU STUDENT EXPERIENCES

<table>
<thead>
<tr>
<th>Experience</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participated in a campus activity</td>
<td>95</td>
</tr>
<tr>
<td>Participated in community service</td>
<td>65.9</td>
</tr>
<tr>
<td>Employed part-time, off campus</td>
<td>54.9</td>
</tr>
<tr>
<td>Completed an internship, practicum, field experience, or clinical assignment</td>
<td>63.3</td>
</tr>
<tr>
<td>Participated in intramural sports</td>
<td>34.4</td>
</tr>
</tbody>
</table>

### PRIMARY PLANS AFTER GRADUATION

- Employment: 65%
- Taking time off: 28%
- Continued education: 1%
- Military service: 1%
- Community service/volunteer work: 4%
- Starting or raising a family: 0%

### CLASSIFICATION OF EMPLOYED STUDENTS

<table>
<thead>
<tr>
<th>Classification</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time employment</td>
<td>87</td>
</tr>
<tr>
<td>Employment related directly to major</td>
<td>74</td>
</tr>
<tr>
<td>Employment requires a college degree</td>
<td>69.8</td>
</tr>
<tr>
<td>Employed in Florida</td>
<td>70</td>
</tr>
<tr>
<td>Employed out of state</td>
<td>30</td>
</tr>
<tr>
<td>Self-employed</td>
<td>1.8</td>
</tr>
</tbody>
</table>

### EMPLOYMENT STATUS

<table>
<thead>
<tr>
<th>Status</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Seeking employment</td>
<td>63.3</td>
</tr>
<tr>
<td>Have one or more job offers</td>
<td>70.9</td>
</tr>
</tbody>
</table>

### HOW SENIORS FOUND EMPLOYMENT

- Career Center services: 10%
- Family/friends: 20%
- Internship Internet: 30%
- Prof. Contacts: 40%

### TOP 5 EMPLOYMENT INDUSTRIES

- Education: 300
- Technology: 250
- Retail: 225
- Financial: 200
- Health: 175

### TOP 5 GRADUATE OR PROFESSIONAL SCHOOLS

1. Florida State University
2. University of Florida
3. University of South Florida
4. University of Central Florida
5. Nova Southeastern University
Florida State graduates work and study all over the world, and the latest Noles are following suit. While over 2,100 of FSU's graduates are staying in Florida, members of the class will be living in 27 different countries and 47 states, as well as the District of Columbia.
### UNDERGRADUATE: #

<table>
<thead>
<tr>
<th>College</th>
<th>#</th>
</tr>
</thead>
<tbody>
<tr>
<td>College of Applied Studies</td>
<td>91</td>
</tr>
<tr>
<td>College of Arts and Sciences</td>
<td>2,279</td>
</tr>
<tr>
<td>Biological Sciences</td>
<td>396</td>
</tr>
<tr>
<td>Chemistry</td>
<td>108</td>
</tr>
<tr>
<td>Computer Science</td>
<td>185</td>
</tr>
<tr>
<td>Earth, Ocean, and Atmospheric Science</td>
<td>131</td>
</tr>
<tr>
<td>English</td>
<td>406</td>
</tr>
<tr>
<td>Humanities</td>
<td>83</td>
</tr>
<tr>
<td>History</td>
<td>64</td>
</tr>
<tr>
<td>Mathematics</td>
<td>124</td>
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<tr>
<td>Psychology</td>
<td>580</td>
</tr>
<tr>
<td>Statistics</td>
<td>44</td>
</tr>
<tr>
<td>College of Business</td>
<td>1,751</td>
</tr>
<tr>
<td>Accounting</td>
<td>205</td>
</tr>
<tr>
<td>Business Administration</td>
<td>18</td>
</tr>
<tr>
<td>Business Analytics, Information Systems and Supply Chain</td>
<td>72</td>
</tr>
<tr>
<td>Finance</td>
<td>540</td>
</tr>
<tr>
<td>Hospitality</td>
<td>89</td>
</tr>
<tr>
<td>Management</td>
<td>201</td>
</tr>
<tr>
<td>Marketing</td>
<td>425</td>
</tr>
<tr>
<td>Risk Management &amp; Insurance</td>
<td>156</td>
</tr>
<tr>
<td>College of Communication &amp; Information</td>
<td>545</td>
</tr>
<tr>
<td>Communication</td>
<td>281</td>
</tr>
<tr>
<td>Communication Science and Disorders</td>
<td>85</td>
</tr>
<tr>
<td>Information</td>
<td>179</td>
</tr>
<tr>
<td>College of Criminology &amp; Criminal Justice</td>
<td>513</td>
</tr>
<tr>
<td>College of Education</td>
<td>253</td>
</tr>
<tr>
<td>Sport Management</td>
<td>99</td>
</tr>
<tr>
<td>Teacher Education</td>
<td>154</td>
</tr>
<tr>
<td>College of Engineering</td>
<td>363</td>
</tr>
<tr>
<td>Chemical &amp; Biomedical Engineering</td>
<td>75</td>
</tr>
<tr>
<td>Civil &amp; Environmental Engineering</td>
<td>72</td>
</tr>
<tr>
<td>Electrical &amp; Computer Engineering</td>
<td>62</td>
</tr>
<tr>
<td>Industrial and Manufacturing Engineering</td>
<td>42</td>
</tr>
<tr>
<td>Mechanical Engineering</td>
<td>112</td>
</tr>
<tr>
<td>College of Fine Arts</td>
<td>244</td>
</tr>
<tr>
<td>Interior Design</td>
<td>33</td>
</tr>
<tr>
<td>College of Human Sciences</td>
<td>726</td>
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<tr>
<td>Family &amp; Child Sciences</td>
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</tr>
<tr>
<td>Nutrition, Food &amp; Exercise Sciences</td>
<td>355</td>
</tr>
<tr>
<td>Retail Merchandising &amp; Product Development</td>
<td>165</td>
</tr>
<tr>
<td>College of Motion Picture Arts</td>
<td>28</td>
</tr>
<tr>
<td>College of Music</td>
<td>140</td>
</tr>
<tr>
<td>College of Nursing</td>
<td>113</td>
</tr>
<tr>
<td>College of Social Sciences &amp; Public Policy</td>
<td>1,511</td>
</tr>
<tr>
<td>Economics</td>
<td>282</td>
</tr>
<tr>
<td>Geography</td>
<td>100</td>
</tr>
<tr>
<td>International Affairs</td>
<td>317</td>
</tr>
<tr>
<td>Political Science</td>
<td>317</td>
</tr>
<tr>
<td>Social Sciences</td>
<td>274</td>
</tr>
<tr>
<td>Sociology</td>
<td>213</td>
</tr>
<tr>
<td>College of Social Work</td>
<td>98</td>
</tr>
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</table>

### GRADUATE: #

<table>
<thead>
<tr>
<th>College</th>
<th>#</th>
</tr>
</thead>
<tbody>
<tr>
<td>College of Applied Studies</td>
<td>26</td>
</tr>
<tr>
<td>College of Arts and Sciences</td>
<td>556</td>
</tr>
<tr>
<td>Biological Sciences</td>
<td>30</td>
</tr>
<tr>
<td>Chemistry</td>
<td>50</td>
</tr>
<tr>
<td>Computer Science</td>
<td>63</td>
</tr>
<tr>
<td>Mathematics</td>
<td>51</td>
</tr>
<tr>
<td>Physics</td>
<td>40</td>
</tr>
<tr>
<td>College of Business</td>
<td>322</td>
</tr>
<tr>
<td>Accounting</td>
<td>81</td>
</tr>
<tr>
<td>Business Administration</td>
<td>143</td>
</tr>
<tr>
<td>Finance</td>
<td>24</td>
</tr>
<tr>
<td>Management</td>
<td>29</td>
</tr>
<tr>
<td>Marketing</td>
<td>20</td>
</tr>
<tr>
<td>College of Communication &amp; Information</td>
<td>252</td>
</tr>
<tr>
<td>College of Criminology &amp; Criminal Justice</td>
<td>86</td>
</tr>
<tr>
<td>College of Education</td>
<td>381</td>
</tr>
<tr>
<td>College of Engineering</td>
<td>92</td>
</tr>
<tr>
<td>College of Fine Arts</td>
<td>105</td>
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<tr>
<td>Interior Design</td>
<td>11</td>
</tr>
<tr>
<td>College of Human Sciences</td>
<td>51</td>
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<tr>
<td>College of Law</td>
<td>216</td>
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<tr>
<td>College of Medicine</td>
<td>123</td>
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<tr>
<td>College of Motion Picture Arts</td>
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<tr>
<td>College of Music</td>
<td>135</td>
</tr>
<tr>
<td>College of Nursing</td>
<td>38</td>
</tr>
<tr>
<td>College of Social Sciences &amp; Public Policy</td>
<td>284</td>
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<tr>
<td>Economics</td>
<td>37</td>
</tr>
<tr>
<td>Geography</td>
<td>38</td>
</tr>
<tr>
<td>International Affairs</td>
<td>32</td>
</tr>
<tr>
<td>Political Science</td>
<td>37</td>
</tr>
<tr>
<td>Sociology</td>
<td>12</td>
</tr>
<tr>
<td>College of Social Work</td>
<td>218</td>
</tr>
</tbody>
</table>

*The lists contain selected programs. For complete and up-to-date information on degrees awarded for all degree programs, please visit ir.fsu.edu.*
## Internship Salary Data, 2017-2018

<table>
<thead>
<tr>
<th>Job Function</th>
<th># of Postings</th>
<th>% Paid</th>
<th>Avg. Hourly Wage</th>
<th>Monthly Stipend</th>
<th>Paid, Wage Not Reported</th>
<th>% Unpaid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting</td>
<td>616</td>
<td>79%</td>
<td>$14.09 (75)</td>
<td>$2,006 (20)</td>
<td>391</td>
<td>21%</td>
</tr>
<tr>
<td>Actuary</td>
<td>81</td>
<td>82%</td>
<td>$19 (13)</td>
<td>$900 (2)</td>
<td>51</td>
<td>18%</td>
</tr>
<tr>
<td>Administration</td>
<td>1,306</td>
<td>50%</td>
<td>$12.89 (357)</td>
<td>$1,050 (357)</td>
<td>297</td>
<td>50%</td>
</tr>
<tr>
<td>Advertising, Media &amp; PR</td>
<td>1,820</td>
<td>48%</td>
<td>$12.21 (316)</td>
<td>$1,214 (128)</td>
<td>422</td>
<td>52%</td>
</tr>
<tr>
<td>Architecture &amp; Planning</td>
<td>172</td>
<td>67%</td>
<td>$14.76 (43)</td>
<td>$1,243 (14)</td>
<td>58</td>
<td>33%</td>
</tr>
<tr>
<td>Business Development</td>
<td>1,310</td>
<td>61%</td>
<td>$14.60 (230)</td>
<td>$1,979 (133)</td>
<td>437</td>
<td>39%</td>
</tr>
<tr>
<td>Community &amp; Social Services</td>
<td>867</td>
<td>48%</td>
<td>$12.16 (83)</td>
<td>$919 (260)</td>
<td>73</td>
<td>52%</td>
</tr>
<tr>
<td>Construction/Contracting</td>
<td>198</td>
<td>73%</td>
<td>$14.00 (44)</td>
<td>$1,466 (24)</td>
<td>78</td>
<td>27%</td>
</tr>
<tr>
<td>Consulting</td>
<td>500</td>
<td>64%</td>
<td>$15.68 (70)</td>
<td>$2,131 (53)</td>
<td>198</td>
<td>36%</td>
</tr>
<tr>
<td>Counseling</td>
<td>177</td>
<td>45%</td>
<td>$12.69 (8)</td>
<td>$1,051 (32)</td>
<td>40</td>
<td>55%</td>
</tr>
<tr>
<td>Customer/Technical Support</td>
<td>388</td>
<td>70%</td>
<td>$14.36 (114)</td>
<td>$874 (30)</td>
<td>129</td>
<td>30%</td>
</tr>
<tr>
<td>Data &amp; Analytics</td>
<td>1,216</td>
<td>73%</td>
<td>$15.65 (273)</td>
<td>$2,626 (107)</td>
<td>499</td>
<td>27%</td>
</tr>
<tr>
<td>Design/Art</td>
<td>873</td>
<td>47%</td>
<td>$12.43 (127)</td>
<td>$772 (174)</td>
<td>138</td>
<td>53%</td>
</tr>
<tr>
<td>Education/Teaching/Training</td>
<td>792</td>
<td>46%</td>
<td>$11.77 (85)</td>
<td>$897 (183)</td>
<td>94</td>
<td>54%</td>
</tr>
<tr>
<td>Engineering - Civil/Mechanical</td>
<td>578</td>
<td>91%</td>
<td>$16.94 (143)</td>
<td>$1,934 (32)</td>
<td>324</td>
<td>9%</td>
</tr>
<tr>
<td>Engineering - Web/Software</td>
<td>623</td>
<td>80%</td>
<td>$19.67 (112)</td>
<td>$1,791 (29)</td>
<td>360</td>
<td>20%</td>
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<tr>
<td>Entrepreneurship</td>
<td>629</td>
<td>49%</td>
<td>$16.06 (97)</td>
<td>$1,443 (75)</td>
<td>131</td>
<td>51%</td>
</tr>
<tr>
<td>Environmental/Sustainability</td>
<td>615</td>
<td>67%</td>
<td>$13.12 (94)</td>
<td>$1,210 (147)</td>
<td>168</td>
<td>33%</td>
</tr>
<tr>
<td>Finance</td>
<td>904</td>
<td>79%</td>
<td>$15.15 (175)</td>
<td>$2,972 (51)</td>
<td>492</td>
<td>21%</td>
</tr>
<tr>
<td>Fundraising &amp; Event Management</td>
<td>692</td>
<td>43%</td>
<td>$11.41 (91)</td>
<td>$812 (81)</td>
<td>125</td>
<td>57%</td>
</tr>
<tr>
<td>General Management</td>
<td>655</td>
<td>66%</td>
<td>$12.46 (128)</td>
<td>$1,394 (60)</td>
<td>243</td>
<td>34%</td>
</tr>
<tr>
<td>Healthcare Services</td>
<td>258</td>
<td>56%</td>
<td>$18.83 (46)</td>
<td>$2,838 (72)</td>
<td>27</td>
<td>44%</td>
</tr>
<tr>
<td>Hotel/Restaurant/Hospitality</td>
<td>306</td>
<td>71%</td>
<td>$10.80 (89)</td>
<td>$735 (28)</td>
<td>101</td>
<td>29%</td>
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<tr>
<td>Human Resources</td>
<td>478</td>
<td>62%</td>
<td>$13.27 (85)</td>
<td>$1,330 (41)</td>
<td>169</td>
<td>38%</td>
</tr>
<tr>
<td>Information Technology</td>
<td>796</td>
<td>81%</td>
<td>$15.43 (212)</td>
<td>$1,561 (45)</td>
<td>391</td>
<td>79%</td>
</tr>
<tr>
<td>Lab Work/Science</td>
<td>40</td>
<td>53%</td>
<td>$11.66 (3)</td>
<td>$733 (6)</td>
<td>12</td>
<td>47%</td>
</tr>
<tr>
<td>Legal</td>
<td>265</td>
<td>54%</td>
<td>$14.57 (43)</td>
<td>$1,339 (16)</td>
<td>206</td>
<td>46%</td>
</tr>
<tr>
<td>Library Science</td>
<td>91</td>
<td>54%</td>
<td>$11.35 (20)</td>
<td>$1,960 (7)</td>
<td>22</td>
<td>46%</td>
</tr>
<tr>
<td>Logistics &amp; Supply Chain</td>
<td>269</td>
<td>80%</td>
<td>$15.32 (54)</td>
<td>$2,027 (27)</td>
<td>134</td>
<td>20%</td>
</tr>
<tr>
<td>Maintenance/Skilled Laborer</td>
<td>25</td>
<td>68%</td>
<td>$13.44 (3)</td>
<td>$1,210 (11)</td>
<td>3</td>
<td>32%</td>
</tr>
<tr>
<td>Marketing - Brand Management</td>
<td>1,100</td>
<td>53%</td>
<td>$13.30 (214)</td>
<td>$1,386 (91)</td>
<td>283</td>
<td>47%</td>
</tr>
<tr>
<td>Marketing - General</td>
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<td>58%</td>
<td>$13.74 (354)</td>
<td>$1,260 (132)</td>
<td>482</td>
<td>48%</td>
</tr>
<tr>
<td>Military &amp; Protective Services</td>
<td>78</td>
<td>83%</td>
<td>$16.38 (8)</td>
<td>$1,563 (3)</td>
<td>54</td>
<td>17%</td>
</tr>
<tr>
<td>Operations/Production</td>
<td>560</td>
<td>67%</td>
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<td>$1,427 (47)</td>
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<tr>
<td>Other</td>
<td>1,423</td>
<td>58%</td>
<td>$12.65 (224)</td>
<td>$1,289 (184)</td>
<td>420</td>
<td>42%</td>
</tr>
<tr>
<td>Political Organizing/Lobbying</td>
<td>420</td>
<td>49%</td>
<td>$13.20 (64)</td>
<td>$1,179 (51)</td>
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<td>51%</td>
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<tr>
<td>Product/Project Management</td>
<td>459</td>
<td>63%</td>
<td>$15.68 (99)</td>
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<td>144</td>
<td>37%</td>
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<tr>
<td>Purchasing</td>
<td>103</td>
<td>72%</td>
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<td>$1,079 (6)</td>
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<td>28%</td>
</tr>
<tr>
<td>Quality Assurance</td>
<td>108</td>
<td>76%</td>
<td>$16.19 (37)</td>
<td>$1,100 (4)</td>
<td>41</td>
<td>24%</td>
</tr>
<tr>
<td>Real Estate</td>
<td>139</td>
<td>67%</td>
<td>$14.03 (22)</td>
<td>$1,327 (14)</td>
<td>57</td>
<td>33%</td>
</tr>
<tr>
<td>Recreation/Fitness</td>
<td>54</td>
<td>50%</td>
<td>$11 (1)</td>
<td>$1,484 (14)</td>
<td>12</td>
<td>50%</td>
</tr>
<tr>
<td>Research</td>
<td>1,225</td>
<td>48%</td>
<td>$13.57 (180)</td>
<td>$1,970 (140)</td>
<td>274</td>
<td>52%</td>
</tr>
<tr>
<td>Sales</td>
<td>773</td>
<td>71%</td>
<td>$13.85 (182)</td>
<td>$2,534 (72)</td>
<td>295</td>
<td>29%</td>
</tr>
<tr>
<td>Transportation/Parking</td>
<td>16</td>
<td>56%</td>
<td>$13.75 (3)</td>
<td>$971 (3)</td>
<td>3</td>
<td>44%</td>
</tr>
<tr>
<td>Veterinary/Animal Care</td>
<td>91</td>
<td>31%</td>
<td>$11.43 (5)</td>
<td>$585 (13)</td>
<td>10</td>
<td>69%</td>
</tr>
<tr>
<td>Writing/Editing</td>
<td>1,388</td>
<td>38%</td>
<td>$11.52 (190)</td>
<td>$1,143.37 (105)</td>
<td>244</td>
<td>62%</td>
</tr>
<tr>
<td>Total</td>
<td>27,159</td>
<td>59%</td>
<td>$13.99 (4,952)</td>
<td>$1,435 (3,157)</td>
<td>3,229</td>
<td>41%</td>
</tr>
</tbody>
</table>
The Career Center collects data from organizations that recruit on campus in order to provide feedback about interviewing activity and hiring data. This data, while reflective of on-campus recruiting activity during the past academic year, does not reflect all employment services at Florida State University. Each May, we will remind you to complete the hire survey so your organization will be represented in the results.

**TOP EMPLOYERS BY INTERVIEWS:**  
**2017 - 2018**

1. Insight Global  
2. EY  
3. Deloitte  
4. ALDI, Inc.  
5. A-LIGN  
6. ISN  
7. PepsiCo  
8. RSM US LLP  
9. URBN (Urban Outfitters)  
10. KPMG LLP

**TOP EMPLOYERS BY HIRES:**  
**2017 - 2018**

1. Enterprise Holdings, Inc.  
2. RSM US LLP  
3. Insight Global  
4. Protiviti  
5. Brown & Brown  
6. PwC LLP  
7. A-LIGN  
8. City Furniture  
9. General Motors  
10. American Strategic Insurance  
11. Speedway LLC  
12. DTCC  
13. BDO USA LLP

**STARTING SALARY BY ACADEMIC MAJOR: 2018**

The following is salary data by broad category for the class of 2018, collected and distributed by the National Association of Colleges and Employers (NACE) for graduates with a bachelor’s degree.
These employers, indexed by industry type, have participated in Employer Relations at the Florida State University Career Center. The 2017 - 2018 Gold Partners are listed in bold. Garnet Partners are listed in italics. Room sponsors have a *star next to their names.

### Accounting
- A-LIGN
- Carr Riggs & Ingram, LLC
- *Deloitte*
- Dixon Hughes Goodman LLP
- *Ernst & Young*
- Florida Auditor General
- *Grant Thornton*
- *KPMG*
- Johnson Lambert, LLP
- *Lanigan & Associates, PC*
- Morrison, Brown, Argiz, & Farra, LLP
- *PWC, LLP*
- RSM
- Thomas Howell Ferguson P.A.
- Vestal & Wiler, CPA
- WTAS LLC

### Aerospace/Defense
- Air Armament Center
- Air Force Personnel Center
- Raytheon

### Agricultural/Chemical
- Archer Daniels Midland
- The Mosaic Company

### Communications
- Clear Channel Radio
- Sprint
- PATLive

### Computers
- Apple, Inc.
- Cerner Corporation
- Computer Aid, Inc.
- Convergys

### General Motors
- Green Hills Software
- Hewlett Packard

### IBM, Global Business Services
- Microsoft
- National Security Agency
- Software Architects, Inc.
- Software Earnings, Inc.
- Sogeti U.S.A.
- VR Systems, Inc.

### Consulting
- CGI
- Hewitt Associates
- Media Plus Consulting Ltd.
- Navigant Consulting
- Protiviti, Inc.
- Summit Consulting
- Technology Solutions Company
- Tribridge
- True Partners Consulting, LLC

### Education
- Inroads/Birmingham, Inc.
- Strayer University
- Teach for America

### Engineering
- The Aerospace Corporation
- Apex Systems, Inc.
- Caterpillar, Inc.
- Chevron
- *Cummins, Inc.*
- Dynetics, Inc.
- Eaton Corporation
- Florida Power & Light (FP&L)
- General Electric (GE)
- *Harris Corporation*
- Hercules, Inc.
- HDR Engineering
- Humana
- Ingersoll Rand Company
- Johnson & Johnson
- The Haskell Company
- Honda Manufacturing of Alabama
- Honda R & D Americas, Inc.
- Kimley-Horn Associates, Inc.
- Lane Construction Corporation
- Lockheed Martin Corporation
- Miller Coors
- Nissan North America
- Norfolk Naval Shipyard
- *Northrop Grumman Corporation*
- Norfolk Southern Corporation
- Parker Hannifin Corporation
- Pepsico
- Progress Energy
- Rohm and Haas Company
- Schlumberger
- Shaw Industries
- Shell Oil Company
- Siemens
- Sonoco
- Toyota Motor Engineering & Manufacturing
- United McGill Corporation
- Walt Disney Company
- Washington Savannah River Company

### Financial
- Ameriprise Financial
- Ameriquest Mortgage Company
- AmSouth
- Bank of America
- BB&T
- Deutsche Bank
- Exxon Mobil Corporation
- Fidelity Investments
- First Command Financial Services Inc.
- Foresters Financial Services
- *FSU Credit Union*
- GMAC Commercial Mortgage
- Hancock Bank
- ISNetworld
- John Hancock Financial Services
- *JP Morgan Chase & Co.*
- *Mass Mutual*
- Morgan Stanley
- Mutual of Omaha
- NCCI Holdings, Inc.
- North Florida Financial Corporation
- Northwestern Mutual Financial Network
- PNC
- Regions
- Raymond James Financial
- SunTrust Bank
- The Prudential Company
- Tyndall Federal Credit Union
- Wells Fargo Company

### Food/Consumer Goods/Manufacturing
- *Aldi, Inc.*
- Carrier Corp
- Cargill
- E&J Gallo Winery
- Eli Lilly & Company
- *Ferguson Enterprises, Inc.*
- Frito Lay
- Maytag Corporation
- Procter & Gamble
- Waffle House

### Government
- Alabama Department of Transportation
- Florida Department of Elder Affairs
- Florida Department of Environmental Protection
- Florida Department of Juvenile Justice
- Florida Office of Insurance Regulation
- Florida Governor’s Office of Film & Entertainment
- Georgia Department of Audits and Accounts
- Inspector General, Department of Defense
- Jacksonville Army Recruiting Battalion
Puget Sound Naval Shipyard
Space & Naval Warfare Center
U.S. Air Force
U.S. Army
U.S. Census Bureau
U.S. Marine Corps
U.S. Navy
U.S. Patent and Trademark Office
U.S. A.F - Contracting Career Program
Warner Robins Air Logistics Center

**Hospitality**
Marriott International, Inc.
The Ritz-Carlton Resorts of Naples
The Steak ‘n Shake Company
Walt Disney World Resort & College Program
Westgate Resorts

**Insurance**
AmeriSure
Amica Mutual Insurance Company
Assurance America
Auto-Owners Insurance
Bankers Life & Casualty
Bass Underwriters
Berkshire Hathaway Homestate Companies
Boyd Insurance & Investment Services, Inc.
Buchard Insurance
Burns & Wilcox
Brown & Brown, Inc.
Cigna
Citizens Property Insurance
Federated Insurance
Florida Farm Bureau
Greg Thomas Insurance Agency
Gresham & Associates
Hanover Insurance
Harden & Associates
Humana MarketPoint
Jack Rice Insurance
*Liberty Mutual
Mercury Insurance Group
MetLife
NCCI Holdings, Inc.
Progressive Insurance
Reliance Standard Life Insurance Company
Rogers, Gunter, Vaughn Insurance, Inc.
Silver Insurance Consultants
State Farm Insurance Company
Summit
The Hartford
Traveler’s Insurance
Unum
USAA Insurance

**Marketing/Sales/Promotional**
Applied Concepts
Aramark
Ashley Furniture
Black & Decker/DeWALT
Power Tools
Bluegreen Vacations
Boston Beer Company
Cast-Crete Corporation
Cintas
Dirt Devil/Hoover (Techtronic N.A., Inc.)
Embarq
*Enterprise Rent-A-Car
Gartner, Inc.
Grainger
Graybar Electric Co., Inc.
Hertz Corporation
Hope Lumber & Supply
Jeld-wen, Inc.
LaNer Worldwide (A Richco Company)
Legendary Marketing
MECLABS
Newell Rubbermaid
Otis Elevator Company
Proctor & Gamble
Service Master
Sherwin-Williams Company
*Southwestern Advantage
Wolseley North America
University Directories
The Zimmerman Agency

**Media**
Consolidated Graphics
ESPN

**Medical**
Davita
GlaxoSmithKline
Maxim Healthcare Services
PSS World Medical

**Non-Profit**
The Ounce of Prevention Fund of Florida
State Public Interest Research Group

**Real Estate/Construction**
CEMEX, Inc.
PRG Real Estate Management, Inc.
Pulte Homes
RealNet USA, Inc.
Thompson Reuters
Titan America

**Retail**
Abercrombie & Fitch
American Eagle Outfitters, Inc.
Belk Department Stores
Chico’s FAS
City Furniture
Dillard’s Department Store
Finish Line
Fossil
HSN - Home Shopping Network
JCPenney
Kohl’s Department Stores
Macy’s, Inc.
Office Depot
Ross Stores, Inc.
Save-A-Lot Food Stores, Ltd.
Sears Holdings Corporation
Staples, Inc.
Stein Mart, Inc.
Target Corporation
Toys “R” Us, Inc.
Victoria’s Secret
Wal-Mart Stores, Inc.
Walgreens

**Staffing**
Aerotek
American Traveler
InSight Global, Inc.
ReliaQuest, LLC
U.S. Staffing

**Transportation/Shipping**
Burlington Northern Santa Fe Railway
CH Robinson Worldwide
CSX Corporation
PLS Logistics Service
Total Quality Logistics