

Meet the Firms Survival Guide

Created by OHDCC for MTF Prep on Thursday, September 19th, 2019

Meet the Firms Prep Agenda

Timing	Section Title	Presenter
6:00 - 6:18	Overview of MTF and Logistics	Magnus Mee
6:20 - 6:38	2019 Summer Work Survey	Magnus Mee
6:40 - 6:58	Resume Workshop	Yvonne Xiong
7:00 - 7:10	Food and Transition	
7:10 - 7:58	Selling Yourself at MTF	Sofia-Jeanne Roggeveen
8:00 - 8:28	2nd Year Panel	Sofia-Jeanne Roggeveen

Key MTF Details

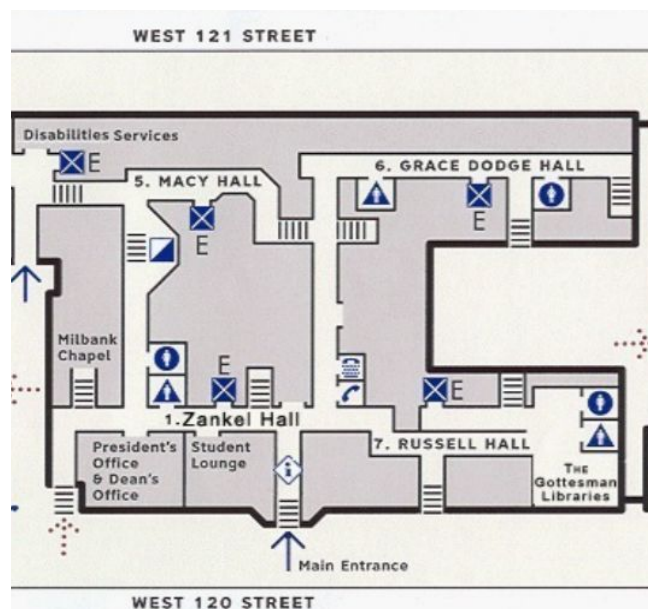
Date: Thursday, September 26th, 2019

Alumni Panel Discussion on Careers in Organizational-Psychology

- Time: 4:30 PM - 5:45PM
- Location: Milbank Chapel

Career Fair

- Time: 6:00 PM - 8:00 PM
- Location: Everett Lounge & Grace Dodge Hall 179



Other events to look out for:

- OHDCC Fall Semester Kick-Off: Monday, Sept. 23rd @ 7pm. Location TBD.
- Weekly Happy Hours: Tuesday, Oct. 1st @ 7pm. Location: Arts & Crafts Beer Parlor.

Preparation

Registration

- Register before the event by sending an RSVP through the myTC portal
- There is no cap on spots for registration, but you must be a TC student.
- How to Register:
 - Log in to myTC: <https://login.tc.columbia.edu/idp/profile/cas/login?execution=e3s1>
 - Click on the “TC Services” tab at the top.
 - Click on the “Career Resources Portal” under “TCCS Link” in the far right panel.
 - Click on “Events” and then “Career Fairs” in the menu on the left.
 - Select “2019 Meet the Firms” from the list.
 - Click on “RSVP” to register. You have the option of uploading a resume for employers.

Researching Employers

- A list of the 33 firms participating in the fair **should** be found on the Meet the Firms event site (same place as where you register).
- Each employer profile has a link to the company website.
- Each firm will have at least one job/internship posted in the career portal.
- How to find internships/job postings:
 - Make your way to the “Career Resources Portal” (see above)
 - Click on “Jobs & Internships”
 - Click on “Search”
 - Tip: for internships targeted at our program, use “More filters” and the drop down for “Majors/Concentrations”

CEPD Resources

- CEPD is going through staff turnover and huge changes this year, so to meet the demand for career development, they are providing career week programming.
 - Other events require an RSVP!
- CEPD has no other programming for resumes, cover letters, or interviews.
- For individual appointments on resumes and cover letters, you can contact CEPD, but space is very limited! You are likely better off booking appointments with faculty, or sharing your resume with a peer.
- How to find online resources:
 - Make your way to the “Career Resources Portal” (see above)
 - Click on “Resources”
 - Click on “Resource Library”
 - Resources are listed in alphabetical order.

Logistics

Dress Code

- The dress code is “Business Casual” but within reason. What would you wear for an interview?
- In the past CEPD has turned away students at registration because of improper attire.
 - NO jeans, shorts, sandals, or leggings.
 - Heels are permitted but not necessary for footwear.
- Try to minimize the amount of stuff you are carrying around
 - CEPD has no holding area for bags.
 - A small briefcase or the black portfolios you got at orientation work well for taking notes and holding documents and business cards.
- You don’t have to spend a fortune on clothes, but come in your best professional attire.
 - It’s more about your confidence and how you present yourself!

Sign in

- You will be required to swipe your Student ID to sign for both the alumni panel, and the fair.
 - If you forget your student ID, make sure you have memorized your UNI!
- There will be multiple iPads available to help sign in everyone as smoothly as possible.
- CEPD will be making sure all employers are in place between 5:45 and 6:00 as you sign in.

Layout and Navigation

- Firms will be spread out between Everett Lounge and GDH 179. The more popular tables will be spaced out and placed in different corners of each room.
- There will be no graphic representation of the layout provided.
- You can also find the list of employers by downloading and using the **Symplicity** phone app.
 - Download the app using the Google Play Store (the logo is a hot-air balloon).
 - Sign in with your UNI and password.
 - Find the “Career Fairs” tab at the bottom.
- There will be no formal interviews as there may have been last year, as there is no space for them! However, you may have the opportunity to interview informally at some of the tables.
- Alumni will be identified with special ribbons attached to their name cards.

Tips and Advice

- Bring your best self! Know your value and make sure they know it, too.
- Alumni were in your shoes, they understand what it’s like to have nerves at this type of event.
- Remember that this is a two-way conversation, it’s not just about selling yourself, it’s also an opportunity for you to explore different employers and what they have to offer.

Participating Firms

“External”	“Internal”
<p><u>Consulting Firms</u></p> <ul style="list-style-type: none"> ● Accenture ● AIM Strategies ● BlessingWhite ● Daggerwing Group ● Ketchum ● Marsh & McLennan Companies ● Metaplan ● Notion Consulting ● Retensa ● Russell Reynolds Associates ● Slalom Consulting ● Valeocon Management Consulting ● YSC Consulting <p><u>Training, Community Resources, Research</u></p> <ul style="list-style-type: none"> ● Center for Talent Innovation ● Community Resource Exchange ● Glint ● MindGym ● NeuroLeadership Institute 	<p><u>Healthcare, NGOs, and Federal Agencies</u></p> <ul style="list-style-type: none"> ● Federal Emergency Management Agency (FEMA) ● International Rescue Committee (IRC) ● Montefiore Health System ● Mount Sinai Health System ● NYU Langone Health ● Peace Boat US ● Visiting Nurse Service of New York ● Wildlife Conservation Society at the Bronx Zoo <p><u>Fashion, Media, Entertainment</u></p> <ul style="list-style-type: none"> ● Christian Dior, Inc. ● Loro Piana ● MiQ Digita ● NBCUniversal ● The Madison Square Garden Company <p><u>Large Companies</u></p> <ul style="list-style-type: none"> ● jetBlue ● PepsiCo