OUR MISSION AND PURPOSE
As a member of the Student Affairs team of the University, the Career Services and Employer Relations Office (CSER) provides a welcoming and supportive environment to assist our diverse students and alumni with their professional development and career search process. While collaborating and partnering with local, regional, and national employers and the entire campus community, we strive to ease the transition from the academic world to the professional world. One of our main priorities is to connect our students/alumni with a diverse array of employment opportunities that offer mentorship/guidance, internship opportunities, and career options.

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Spring Semester</th>
<th>Total Year</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Career Counseling</strong></td>
<td><strong>Career Counseling</strong></td>
<td><strong>Career Counseling</strong></td>
</tr>
<tr>
<td>Walk-Ins: (estimate) 777 (includes 55 employers)</td>
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<tr>
<td>Phone Calls: (estimate) 1200</td>
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<tr>
<td>E-Mails: (estimate) 13,000</td>
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<tr>
<td><strong>Internships</strong></td>
<td><strong>Internships</strong></td>
<td><strong>Internships</strong></td>
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<tr>
<td>Registered Internships: 165</td>
<td>Registered Internships: 202</td>
<td>Registered Internships: 367</td>
</tr>
<tr>
<td>Choice Internships: 24</td>
<td>Choice Internships: 43</td>
<td>Choice Internships: 67</td>
</tr>
<tr>
<td>Pathways: 13</td>
<td>Pathways: 28</td>
<td>Pathways: 41</td>
</tr>
<tr>
<td><strong>Outreach</strong></td>
<td><strong>Outreach</strong></td>
<td><strong>Outreach</strong></td>
</tr>
<tr>
<td>Events/Workshops/Pres: 97</td>
<td>Events/Workshops/Pres: 63</td>
<td>Events/Workshops/Pres: 160</td>
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<tr>
<td>Employer Showcases: 66</td>
<td>Employer Showcases: 67</td>
<td>Employer Showcases: 133</td>
</tr>
<tr>
<td>Total: 163</td>
<td>Total: 130</td>
<td>Total: 293</td>
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<tr>
<td>Attendance: 3,356</td>
<td>Attendance: 2,790</td>
<td>Attendance: 6,146</td>
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*19% increase from AY 17-18*

2018 CAREER SERVICES AND EMPLOYER RELATIONS OUTREACH AND PRESENCE THROUGHOUT THE UNIVERSITY

Presentations
Each year our office handles numerous requests to speak in various classrooms and in front of University Departments to provide instruction on diverse topics and to explain our services and impact. This year our Director, Internship Coordinator and 4 career counselors presented in front of 2,400 students in classrooms on 85 occasions.

Majors Going Mobile
Each week our student workers become the face of our office throughout campus as they physically bring materials related to major requirements and selection to different points on campus. Students have an opportunity to ask questions and receive information “on-the-go”. MGM engaged with 570 students during 27 mobile events.

2019 COMMUNITY PRESENCE OUTREACH AND IMPACT

- 293 Total Career Events, 6,146 Students/Alumni attended Career Events
- 2,025 One-on-One Student/Alumni coaching appointments, 500 Facebook followers

COMMUNITY AND EMPLOYER RELATIONSHIPS
In the 2019 fiscal year there were over 759 employer recruiting visits to campus. The CSER Office received over 1,200 employer phone inquiries and the office received over 13,000 e-mails, including over 10,000 from employers. We have recently transitioned to our new employment listing site, Handshake.
GENERAL EMPLOYMENT FAIRS
This year our office hosted 291 career events, including weekly employer information sessions and five large and highly successful general and industry specific employment fairs where students can meet with representatives from companies in varied industries and professions. Students meet directly with employers to network and explore potential full time, part-time and internship opportunities.

Engagement Day: Career* Community* Connection Fair
Held at the beginning of the Fall semester, this extremely popular and effective event connects our students with area employers. Partnered with the University’s Student Involvement and Leadership Department (SILD) between 450+ students attended the fair this year which showcased 101 businesses and offices including: 55 local business organizations and 26 non-profit organizations and 20 on campus offices.

Job and Internship Fair
Held in the Spring semester, this fair includes employers from approximately organizations and allows students to explore career prospects with local, regional and national employers. Over 60 local and regional employers participated, and more than 250 students participated in this event this year to for career opportunities as well as practice self-promotion and professionalism skills.

SPECIFIC INDUSTRY RELATED FAIRS
In addition to our general fairs, each semester our office hosts a fair targeted to a particular industry sector. While the fairs are open to all majors, these events are particularly interesting for those students with a specific focus.

Human Services Career Night (Non-Profit, Community and Government)
Over 100 students attended this fair with approximately 30 organizations participating. Students spoke one-on-one with employers in their designated field of interest, including human services, social services, government and community based involvement. Employers reviewed and accepted resumes for full time jobs and internships.

STEM Panel and Networking Event
Over 74 students benefitted from the information and guidance given by the 26 representatives from companies in the STEM and technology fields. The event included a panel with questions and answers as well as a time for networking.

Massachusetts Educational Recruiting Consortium (MERC)
As a partner member school of MERC, this year we brought 30 undergraduate and graduate students to Boston University (the host site,) to participate in the MERC Career Fair, which connected our students to over 130 employers from across the United States and internationally, representing all pre-K disciplines and related educational fields.

CAREER PROFESSIONALISM SKILLS
Our office teaches and promotes professionalism skills in a variety of methods including a student Professionalism Manual and Handbook as well as particular programs designed to educate students on the importance of hard and soft skills in the workplace.

Suitable Solutions Professionalism Initiative Fall 2018
This program is a 6- part career development series attended by 54 students and partnered with 75+ employers. Each student meets with a career counselor to work on a resume, cover letter, interviewing skills and appropriate attire. The program includes career readiness workshops, a mock interview with an employer, a site visit to a company and the student receiving an appropriate outfit. This successful initiative could not have been possible without our main employer partners, a large national retailer, the MetroWest Chamber of Commerce, as well as the generous support from Enterprise Holdings. The finale of the series was the Mocktail Mixer. Networking, a vital part of the job search process, is now often done in a more informal cocktail party setting, whether it be within or outside of an office. As a culminating event of the Suitable Solutions program, 60 students mingled with 63 partnering employers, faculty and staff while learning how to balance food, drink, and relevant networking conversations. Facilitated by the MetroWest Chamber of Commerce, students were guided through the process and received practice tips along the way.
Suitable Solutions MutualOne Professionalism Program Spring 2019
The MutualOne Charitable Foundation provided a grant of $6,555 to support students during the Spring Suitable Solutions Program at Framingham State University. MutualOne partnered with FSU CSER for a series of events and activities that assisted students with professional career and personal development, as well as helped them explore various career options. This program included career readiness workshops, a mock interview with an employer, career advice roundtables, and the student receiving an appropriate interview outfit. This initiative consisted of active engagement both on and off-campus and students were required to attend networking and other professional events. 25 students enrolled in the program and partnered with 50+ employers.

EMPLOYER/STUDENT CONNECTIONS
The Career Service and Employer Relations Office is committed to bringing students in touch with employers to educate students on the workplace and help launch students into their future careers.

Weekly Employer Showcase Series
This year the office hosted over 130 on-campus weekly Employer Showcases in the lobby of The McCarthy Student Center. Employers with full time positions or internships come to recruit students in an informal setting which allows students to practice their marketing skills in a less intimidating environment.

Career Advice Roundtables
20+ local employers and successful Framingham State University Alumni volunteer their time and expertise to serve as a sounding board and conduct informational interviews over the course of an evening. The format, which keeps the employer stationary at a table while the nearly 45 attending students rotate at 15 minute intervals, allows students the chance to meet with many employers and gain advice on job search best practices from a variety of people in a wide range of industries.

On-Campus Interviews
7 employers have come to campus throughout the year to conduct interviews in our private interview room where students may even be offered “jobs on-the-spot”.

Chamber of Commerce FSU Mentor Program
For the 9th year, we collaborated with the MetroWest Chamber of Commerce staff, FSU alumni and members of the local business community to mentor Framingham State University Students. Over 25 students benefitted from employer presentations, and participation in Career Days at local companies.

Business Department Coaching Program
This innovative program coordinated by the Business Department with cooperation from our office which provides professional mentorship through case-study presentations by students. 22 students got individual analysis and feedback this year, from 29 employer partners, allowing them to showcase and improve their soft-skills.

INTERNSHIPS
In addition to the 700+ academically credited internships, practicums, and student teaching that FSU students participated in FY 2019, our office administers the unique CHOICE and co-administers the PATHWAYS paid internship programs. These programs allow students who accept unpaid internships at qualifying organizations and who meet certain criteria to receive funds for their hard work and efforts.

CHOICE Internship Program
The Community/Hometown Organizations Internships and Cooperative Education (CHOICE) program. The CHOICE internship program will provide hourly wages to FSU students who accept unpaid internships at approved government, nonprofit, and community organizations. CHOICE Internships will pay the intern on average $13 an hour and students must earn academic credit and attain prior faculty approval. Sixty-seven (67) students registered for internships with various approved employers. Collectively in FY 2019, these students received over $124,000.00 in grant funding through the Board of Higher Education and the Framingham State University Foundation.
**Pathways Internship Program**
CSER partners with the Office of Diversity, Inclusion and Community Engagement to provide support to fund internships for students who are not eligible for the CHOICE Internship program because of the G.P.A. requirements. The Pathways Internship Program supplements internships with CHOICE employers and other organizations located in the MetroWest region and gave 41 students experiential learning opportunities.