

Pima Community College

Building Pathways
to a **Brighter Future**



Preparing Students and Coordinating Program Specific Virtual Job Fairs with Speed Interviewing

- Outline the preparation process
- Goals include empowering students to make informed decisions by equipping them with appropriate knowledge

Class Preparation

- Working directly with the LPN graduating cohorts, we coordinate a series of events:
 - Resume/Interview Workshop
 - Mock Interviews
 - Virtual LPN Speed Interviewing Job Fair

Resume/Interview Workshop and Mock Interviews

- Resume/Interview Workshop
 - How to build a resume that gets you that interview
 - Break down the most asked interview questions, what they are really asking, and what quality answers sound like
 - Preparation for Virtual Interviews
 - How to interview employers
 - What questions they should be asking, based on their top 3 needs from an employer
- Mock Interviews
 - 30 minutes of one-on-one time with the student and employment specialist
 - Feedback is provided after the interview, and the job fair is explained in more detail so the student knows what to expect

Virtual LPN Speed Interviewing Job Fair

- Identify employers based on how many students are in the graduating cohort, so that there are 1-2 students per employer
- If is a 1:1 ratio of students and employers, we give 10 minutes per “round.” With 1:2 student ratio, we give 15 minutes per “round”
- Send flyer with employer names and encourage participants to do research. Send resumes to employers to prepare for interviews
- Immediately after job fair, follow up with employers

Example – May 2021 LPN Virtual Job Fair

- 7 employers and 10 students using Zoom; Zoom breakout rooms for interviews
- Most employers had previously hired past program graduates
- Positive feedback from students and employers
- 4 employers mentioned by name the students they will be following up with

Employer Feedback:

It was well-organized! That were a lot of rooms and people to coordinate, but you still managed to have us done right on time. I loved how all of the employers were able to briefly hear from other employers; when we do these in person, that is not the case, it's nice to have the chance to see what other employers offer.