



## RECRUITING CALENDAR 2022/2023

We help you build a strategic brand on campus by ensuring you interact with our students - a recruiting strategy that enhances your firms visibility, highlights your employment opportunities, and enables you to preview exceptional talent.

### Key Marshall Recruiting Dates

9/7.....Company Info Sessions Begin  
9/16.....[MBA Consulting Roundtable](#)  
9/16.....Resume Release Full-time Seekers  
9/22.....[Graduate Diversity Networking Reception](#)  
9/23.....[MBA Finance Roundtable](#)  
9/26.....Fall Interviews Begin  
10/1.....Resume Release Intern Seekers  
10/21.....[MBA Fall Career Roundtable](#)  
11/4.....[MBA Virtual Talent Connections](#)  
11/4.....[Masters Virtual Talent Connections](#)  
1/12.....Spring Interviews Begin  
2/10.....[MBA "Meet-the-Firms"](#)  
3/24.....[Masters & MBA Virtual Talent Connections](#)

### Academic Calendar

8/22.....Fall Semester Begins  
10/13-14.....Fall Recess  
11/5.....Homecoming & Reunion Weekend  
12/2.....Classes End  
12/7-14.....Final Exams  
12/15-1/3....Winter Recess  
1/9.....Spring Semester Begins  
3/12-19.....Spring Recess  
4/28.....Classes End  
5/1-6.....Final Exams  
5/12 .....Commencement

### Ways to Recruit Marshall Talent

#### Scheduling Events/Company Presentations:

You may submit event requests by preferred date(s) via [12Twenty](#). Our office will review requests as they are received and send a confirmation.

#### Job Posting Support:

We encourage employers to post all roles via [12Twenty](#) - the most potential to reach our students.

- **Full-service option** -email the details of the job to [mbajobs@marshall.usc.edu](mailto:mbajobs@marshall.usc.edu). We will post the job for you.
- **Self-service option** - login into 12Twenty to create the job posting. The form for submitting the job posting is on the top left of the landing page (+Post) and on the OCI and Job Postings tab on the navigation bar.

#### Marketing Support:

Graduate Career Services uses multiple marketing channels to promote employer job postings, company presentations, and other recruiting information that they company wants to share with students.

### National Recruiting Events

9/28 - 10/1.....National Black MBA Association Conference, Atlanta, GA  
10/6 - 10/8.....Reaching OUT LGBTQ Conference, Washington, D.C.  
10/13 - 10/14.....MBA Veterans Conference, Atlanta, GA  
11/2 - 11/4.....Prospanica Conference, New Orleans, LA

# Frequently Asked Questions

## Roundtable Rotation Networking Events

### What is a Roundtable event?

- Roundtables are our most popular events, attended by a wide range of organizations. Pre-assigned small student groups will rotate every twenty minutes, meeting employer representatives as your assigned table(s). Candidates are assigned to rotations based on the student's preferred interest in the roles offered by your organization. The Open Networking Reception at the conclusion provides additional opportunities to meet students not assigned during the formal rotations.

### What are the benefits to my organization?

- Due to student popularity, Roundtables are the best way for your organization to generate student interest, making earliest possible connections in the recruiting season. Students will be assigned to your table rotations based on their expressed interest in the roles offered by your firm. You will receive the rotation assignment list along with the student resumes before the event. This interactive format enables employers to attract, engage and expedite continued post-event recruiting efforts with selected candidates.

### What do I need to provide to participate?

- Well-written company description, identify the key roles (function descriptions, location, internship or full time) your firm may be interested in recruiting and posted in 12Twenty. This information will be used by the students when they bid on preferred table rotation assignments.

### What is the time commitment?

- Approximately 3-4 hours per event. A detailed schedule will be provided at the time of registration confirmation. Companies are permitted to attend multiple Roundtable events.

### What is the cost?

- Registration is free. You may also have more than one company representative attend and host additional tables. We provide complimentary parking, meals/refreshments to all guest attendees.

### How can Graduate Career Services assist the most successful outcome?

- We can help post your job descriptions, updated company profile information, additional company resources to 12Twenty for broad student visibility. Your relationship manager can further assist you in scheduling additional programming throughout the academic year.

### Who do I contact with any additional questions?

- Within 24-48 hours of your registration, you will receive confirmation and calendar invitation.
- If you need further assistance or have additional questions, please contact our Event Coordinator, Elizabeth Gutierrez [Elizabeth.gutierrez@marshall.usc.edu](mailto:Elizabeth.gutierrez@marshall.usc.edu) or your assigned Relationship Manager.

## Multi-Employer Virtual Talent Connections

### What is a multi-employer Virtual Talent Connections event?

- Talent Connections will give you the opportunity to meet students through one-on-one virtual sessions, like a coffee chat format. You will have the opportunity to choose the graduate program to target your internship or fall-time recruiting. You may choose MBA-only, Masters only or both.

### Do students pre-register for each session?

- During this event, company schedules will be available to students to select specific session times based on employer preference to meet students one-on-one for 15-minute timed sessions.

### Can you help with setting up our schedule?

- Yes, a member of our employer relations team will work with each firm to set-up the "coffee-chat" schedules based on the number of "rooms" you wish to host.

### Who do I contact with any additional questions?

- If you need further assistance or have additional questions, please contact our Recruiting Relations Administrator Dominique Wilson [wilsondo@marshall.usc.edu](mailto:wilsondo@marshall.usc.edu) or your assigned Relationship Manager.