

COVID-19 Update: Fall 2020 Office of Career & Talent Management (CTM)

Attention: Students and Alumni

At Regent University, we recognize that students and alumni are facing uncertainty at work and an unstable economy. We want you to know that the Center for Career & Talent Management (CTM) is here for you. We are committed to helping you prepare for today's job market.

How Can CTM Help Over the Fall Semester?

CTM Coaches and Specialists are available to speak with you by phone or Zoom video. We are open Monday to Friday from 9am-5pm ET. We offer leading-edge career services, including:

- **CTM Coaching:** Request an appointment in [Regent Handshake](#). *Appointments are listed in ET.* Include your phone number if you'd like to receive a call or ask for a Zoom link to be sent to you for a video call. Zoom will allow the Coach/Specialist to share their screen with you and vice versa.
- **Resume & Cover Letter Review:** Email your resume and/or cover letter to ctm@regent.edu and we will review it with you and discuss where improvements can be made.
- **Interview Skills:** You will face a number of different interview styles during your job search, from one-on-one to panel interviews to virtual video interviews. Each interview style requires a different set of skills. While practicing social distancing, virtual interviewing skills are more important than ever. Don't delay – request an appointment in [Regent Handshake](#) and we can help you prepare for your next interview.
- **Needs Assessment:** Use [Focus 2 Assessment](#) (Free) on the career assessment section of the CTM website. It will enable you to self-assess your personal qualities and explore career fields and/or areas of study at Regent University that are most compatible with your assessment results. It also provides you with great occupational information.
- **New Skills.** Use your time at home to build new skills, like learning how to use LinkedIn to get noticed. This is the time to seek new ways to differentiate yourself from your peers! Ask yourself what you can do to improve your industry knowledge or upskill in your sector. You will find a list of Virtual Workshops CTM is hosting on a number of topics during April and May. Check here for more [details](#).

What about Internships and Employment for Fall 2020/Spring 2021?

National Association of Colleges and Employers conducted a recent survey of employers offering full time employment and internships. 64% of employers are not revoking offers for full-time jobs or internships. An additional 25% are still considering next steps and currently are not rescinding offers. When asked about summer 2020 internships, nearly 50% stated they are either moving internships into remote or virtual roles or they are delaying start dates.

While some companies are experiencing hiring freezes and may postpone summer internships or full-time opportunities, we still encourage you to apply for positions. Stay patient and proactive as the hiring process may be slower. Use CTM services to help you with your resume writing and interview skills. This is the time to invest in you!

FREQUENTLY ASKED QUESTIONS:

If I don't want to make a virtual appointment can I still meet with someone in person on campus this Fall?

Yes. In addition to being available 5 days a week via Zoom or phone call, we will be open on Tuesday's from 9a-5pm for any drop-in appointment for students and alumni that wish to speak with us in person.

I'm a CAS student and I have an Internship for Credit that I'd like to take up. Where can I go to take the Internship Orientation?

We recommend you first check with the employer to determine if the internship is being held. Once this has been confirmed, then you will need to check the *CTM Internship for Credit Orientation* dates to see when you should attend in order to fill out the required CAS internship paperwork. All CAS Internship Orientations are now fully virtual so you don't need to come to campus; just log in on the required date. All details of how and when to log on can be found on the CTM website [here](#).

Where do I go to find Open Employment / Internship opportunities?

On the CTM website you can access over 2,000 employers who are seeking Regent University students and alumni. This would be the best starting place as these employers have specifically asked for Regent students/alumni to apply. We would also encourage you to check on the specific employer's Human Resources or Career page directly after identifying a job/internship opening that interests you. The employer's site will provide you with their latest hiring practices in regard to COVID-19. Once you know more about the opportunity, reach out to CTM and we can help you draft a resume and prep you for a virtual interview. Book a mock virtual interview with CTM by making an appointment [here](#) or emailing ctm@regent.edu.

Will CTM host employer-related events this semester?

Yes! All of our events will be virtual via Zoom and our coaches and specialists can help you prepare accordingly. Please visit the tab, [career events](#), on our website for more information.

Can I still find a professional opportunity in my hometown?

Yes! It may take some time and creativity depending on your town or city, but CTM coaches and specialists are available to help. Here are some tips to start:

- **Be flexible** and consider a number of ways to create a professional opportunity: volunteering, part-time jobs, short-term internships, [remote micro-internships](#), remote internships, and shadowing.
- **Make a list** of all the businesses/organizations of interest in your hometown. What functions do they have that may require support? Do they have any opportunities for a part-time students?
- **Consider all your hometown connections** who may be able to assist you: family, friends, past teachers/coaches, past supervisors, high school alumni, or existing Regent alumni in your area.

What are other helpful resources?

- [78 Best Freelance Jobs Websites To Get Remote Freelance Work \(Fast\) in 2020](#) by Ryan Robinson
- [Parker Dewey](#): Search micro-internships, 5-40/hour paid projects that can be done remotely.
- [Covintern](#): Get connected with remote internships at top startups and companies.
- [6 Steps How To Get A remote Job This Weekend in 2020 \(Ultimate Guide\)](#) by Ryan Robinson