

Employer Guidance during COVID-19

Due to the recent COVID-19 changes, we know your recruitment needs may have been affected. Nova Southeastern University's (NSU) Career Development team wants to ensure we are supporting your hiring needs and promoting your brand during this time. We have various avenues to help you engage with our students and alumni to find top talent from NSU. To discuss your recruitment needs and ways to connect with our NSU students, please contact our Employer Relations team:

- **Emilio Lorenzo**, Associate Director of Employer Relations, el541@nova.edu
- **Niemah R. Butler**, Assistant Director of Employer Relations, niemah@nova.edu

Below you will find a menu of recruitment options that are available to you.

Handshake: Handshake is our free online recruitment portal for NSU students seeking opportunities to access job or internship listings. Start finding talent on Handshake today.

- Create a profile on Handshake or post positions you currently have available. Have an up to date job and internships posted which will help attract top talent.
- If you do not have an account on Handshake, please review the steps below.
 1. Go to **Handshake** and select **Sign up for an Account**.
 2. Select **Employer** account type from the option presented.
 3. Fill out information request then click **Sign Up**.
 4. You will be taken to a confirmation page and you will shortly (within 5-10 minutes) receive a confirmation e-mail with a link enabling you to **Confirm Your Account**. **You must click this link before you can proceed with the registration process.*
 5. Complete the registration process and connect with Nova Southeastern University.
 6. Need Help? Contact ✉ Niemah Butler

Employer Spotlights: Need to get more candidates for a position you have posted on Handshake or on your company career page? We can help drive traffic to your posting by scheduling an employer spotlight email, which creates awareness for students and alumni on your open positions and provides a call to action for potential applicants. Employer spotlight emails are also sent to faculty to help gather referrals of strong candidates on your behalf.

Information Sessions/Webinars: Host an employer virtual information session/webinar as a platform to inform others on your company as a whole. This would be an ideal avenue to promote your brand, describe your company culture, discuss open opportunities, and engage with students in attendance. All webinars are recorded, which can be used to further highlight your organization to students and alumni afterward. To schedule a webinar, please contact our ER team.

Virtual Interviews: Want to start interviewing for your open position's right way? We can set up a virtual interview day with NSU students and alumni. This allows you to meet with various candidates and begin evaluating their fit for your organization. NSU Career Development will pre-screen the candidates on your behalf to ensure they meet the minimum requirements for the position. Schedule your virtual interview day by contacting our Employer Relations team.

Industry Resume Books: Career Development has industry resume books filled with strong applicants looking for jobs and internships. If you have an immediate need for a position or want to begin reviewing potential candidates for a position right away, resume books can assist in the process. For access to one of our industry resume books, please contact our Employer Relations team.

Bi-Weekly Career Newsletter: We want to ensure all of your open positions are promoted throughout the NSU community. Career Development sends out a bi-weekly newsletter that highlights the top jobs, internships, and recruitment events available. If you have an opportunity or virtual event you want to be listed on our next newsletter, please contact our Employer Relations team.