

Career and Professional Development Workshops and Events for Fall 2025

Resume Review

Every Tuesday
Every Wednesday

2:00 p.m. - 4:00 p.m.
10:00 a.m. - 2:00 p.m.

Schedule Resume Review in Microsoft Booking (<https://csuloch.link/3ev3Ri3>)

Or visit us in-person, Edgewater Hall Suite 228

Student Part-time Job Fair
University Center Mainstreet

Tuesday, August 12th
10:00 a.m.-2:00 p.m.

This event is held once a year! Students have the opportunity to network with off campus employers and on campus departments who offer part-time jobs.

On Campus Employment Information Fair
University Center Mainstreet

Thursday, August 21st
11:00 a.m.-1:00 p.m.



Missed our Student Part-time Job Fair? Don't miss this opportunity to meet with us and learn about departments on campus that need student employees. We will walk you through the application process. We will also have free giveaways! Students have the opportunity to learn about on campus job opportunities, and how to apply for them through Laker CareerZone!

Internship Week

Monday - Thursday, September 8th – 12th

Internships play an integral role in helping students land their first full-time career after graduation. This week is designed to educate students on the importance of completing internships during their college years. During the week, students will have the opportunity to learn how to obtain an internship, understand academic credit requirements, appropriate dress for an internship, have their resume reviewed and network with employers. With each event you participate in, your name will be entered into a drawing for a chance to win a **\$25 Amazon digital gift card. The drawing will be held on Friday.**

Internship Week Kick-Off Event Meet us at the University Center, Mainstreet as we kick off Internship Week with everything you need to know to land a great internship. We will have games and prizes! Current interns can stop by to pick up a FREE CSU intern T-shirt while supplies last.	Monday, September 8th University Center Mainstreet <i>11:00 a.m. – 1:00 p.m.</i>
Internship Job Search Strategies Workshop This workshop will be on Microsoft Teams & In-person Lecture Hall, Room 12 Interested students must RSVP through Laker CareerZone to attend this session. (Link will be provided when you RSVP for workshop.) This workshop educates students about the advantages that internships provide in a career search. Topics covered include credit and non-credit internship eligibility, how and when to begin your search, best places to search for internships, deadlines to complete your required Internship Learning Agreement form.	Tuesday, September 9th Microsoft Teams <i>5:00 p.m. – 6:00 p.m.</i> Lecture Hall, Room 12 <i>5:00 p.m. – 6:00 p.m.</i>
Internship Networking Breakfast Come network with students who have completed internships and employers/alumni who hire interns. Interested students must rsvp in Laker CareerZone by Friday, September 5th. Open to ALL majors and classifications. Business Professional Attire required. See Career and Professional Development for FREE attire if needed.	Wednesday, September 10th <i>8:00 a.m. – 9:30 a.m.</i> University Center Dining Hall
	Wednesday, September 10th

Internship Résumania!!! Schedule a resume review through Microsoft Bookings or join us in person and have your résumé critiqued by one of our staff members. This is encouraged in preparation for the Internship Job Fair.	10:00 a.m. – 2:00 p.m. Microsoft Teams Booking Or Edgewater Hall, Suite 228
Internship Job Fair This event is held once a year! Students have the opportunity to network with employers who offer internships. Students seeking credit or non-credit internships from all majors and class levels are encouraged to attend.	Thursday, September 11th 10:00 a.m. – 1:00 p.m. University Center Mainstreet
Drawing for the \$25 Amazon Virtual Gift Card! The winner of the \$25 Amazon virtual gift card will be drawn and announced on our social media platforms. Instagram Live: claytonstatecareers Twitter: @CSUCareers	Friday, September 12th Career and Professional Development Social Media  

Virtual Practice Interview Week via Big Interview

Monday – Friday, September 15th -September 19th

Students gain valuable experience by having a practice interview. Practice interviews will be conducted through our interview platform Big Interview. Students will go to www.clayton.edu/career and look for the Big Interview Tile, log-in or create an account. Search for Practice Interview Week Assignment and enter Assignment **Code ecfea3**. Student will complete interview recording (make sure you submit your answer after each recording).

Once you have recorded and submitted your answers, your process is complete. **All recordings must be completed no later than September 5th**. Critiques will be completed during Practice Interview Week. You will receive a message from support@biginterview.com once we have completed your critique.

So, you want to be an Entrepreneur?

Microsoft Teams

In-person Lecture Hall, Room 12

Thursday, September 18th

5:00 p.m. – 6:00 p.m.

5:00 p.m. – 6:00 p.m.

Having a business idea is the first step. This workshop will focus on how to start up your business and will feature guest speakers with entrepreneurial experience. Panelists will share tips for starting your business, writing a business plan, and financial support options. Interested students should RSVP through Laker CareerZone to attend this session. This workshop will be on Microsoft Teams & In-person Lecture Hall, Room 12 (**Link will be provided when you RSVP for workshop**).

Senior Day

(Open to seniors graduating in December 2025, May 2026, and August 2026)

University Center Mainstreet

Thursday, September 25th

11:00 a.m.-1:00 p.m.

Seniors are you Career Ready? Join us and the University Community as we celebrate YOU and share important tips for a successful life after Clayton State. We will have food, games, giveaways, photos, alumni, graduate school information and more! The first 75 students to participate will receive a FREE “Senior Day” T-shirt!

Career Boot Camp

Microsoft Teams

In-person Lecture Hall, Room 12

Monday - Thursday, September 29th– October 2nd

This four-day series covers workshops on resume-development, interviewing, conducting a job search, and making the most of a job fair. Students must pre-register for Career Boot Camp and will receive a certificate for successful completion via email. Each topic will be offered during the evening. **RSVP is required through Laker CareerZone by Thursday, September 25th**.

Workshops will be on **Microsoft Teams & In-person Lecture Hall, Room 12** (**Link will be provided when you RSVP for workshop**.)

Resume Writing	Monday, September 29th	Interviewing	Wednesday, October 1st
Microsoft Teams	5:00 p.m. - 6:00 p.m.	Microsoft Teams	5:00 p.m. - 6:00 p.m.
Lecture Hall, Room 12	5:00 p.m. - 6:00 p.m.	Lecture Hall, Room 12	5:00 p.m. - 6:00 p.m.

Job Search	Tuesday, September 30th	Preparing for a Career Fair	Thursday, October 2nd
Microsoft Teams Lecture Hall, Room 12	<i>5:00 p.m. - 6:00 p.m.</i> <i>5:00 p.m. - 6:00 p.m.</i>	Microsoft Teams Lecture Hall, Room 12	<i>5:00 p.m. - 6:00 p.m.</i> <i>5:00 p.m. - 6:00 p.m.</i>

Majors Fall Festival

University Center Mainstreet

Selecting a major and understanding what to do with that major can be a difficult process but it doesn't have to be. Come explore the many majors, minors, and career options at the Majors Fall Festival!

Thursday, October 9th

11:00 a.m.-1:00 p.m.

Professionalism 101 Workshop

Microsoft Teams

In-person Lecture Hall, Room 12

Wednesday, October 15th

5:00 p.m. - 6:00 p.m.

5:00 p.m. - 6:00 p.m.

Professionalism in the workplace is one of the many competencies that employers say students need to improve upon. This workshop will focus on information related to effective communication skills, enhancing your self-image, developing a business-savvy wardrobe, appropriate work ethic, and how improving these competencies will greatly enhance your ability to receive and maintain internships and jobs. **Interested students must RSVP through Laker CareerZone to attend this session.**

This workshop will be on **Microsoft Teams & In-person & Lecture Hall, Room 12** (Link will be provided when you RSVP for workshop.)

LinkedIn and Personal Branding Workshop

Microsoft Teams

In-person Lecture Hall, Room 12

Thursday, October 23rd

5:00 p.m. - 6:00 p.m.

5:00 p.m. - 6:00 p.m.

Professional networks matter! LinkedIn is the number one professional networking site utilized by hiring managers today. Students will learn how to create a strong, professional presence on LinkedIn, how to make connections, search for jobs and understand how your personal brand can help or hurt your professional online presence. **Interested students must RSVP through Laker Career Zone to attend this session.** This workshop will be on Microsoft Teams & In-person **Lecture Hall, Room 12** (Link will be provided when you RSVP for workshop.)

Virtual Senior Career Academy

Friday, October 24th

10:00 a.m. -12:00-p.m.

The Senior Career Academy is a professional development program designed to help graduating seniors focus their career searches and develop skills needed for career success. Seniors receive individualized assistance and have opportunities to network with a select group of employers. Limited number of spaces available. **Interested students must contact Career & Professional Development to reserve a space and link to join.**

National Career Development (NCD) Month Celebration

University Center Mainstreet

Monday, November 3rd

12:00 p.m. – 1:00 p.m.

Every November the National Career Development Association (NCDA) promotes career development through its annual celebration of NCD month. The Office of Career & Professional Development celebrates. NCD Month by highlighting career development events and activities on and off campus. Join us for games, giveaways, and career information.

GACE Statewide Career Fair

Cobb Energy Performing Arts Centre

Tuesday, November 4th

11:00 a.m.-3:00 p.m.

The GACE Statewide Career Fair is a statewide job fair for students and graduates from schools that are members of the Georgia Association of Colleges and Employers (GACE). Employers who might not visit each of the campuses will gather for this opportunity to network with hundreds of students from across the state. Students and graduates can learn about opportunities, network with employers, and make the personal contact that might lead to an interview or employment. Join the virtual event at www.gace.org.

Business Etiquette Luncheon (Event)

Student Activities Center Ballroom C

Thursday, November 6th

11:30 a.m. - 1:00 p.m.

Check-in time at 10:45

The Business Etiquette Luncheon provides students an opportunity to learn about effective networking and appropriate dining etiquette for a variety of professional situations. Participants eat a multi-course meal while the leader guides them through the etiquette of using tableware,

managing different courses, and responding professional during business dining. Professional attire required (contact Career and Professional Development if attire is needed). **Interested students must RSVP through Laker CareerZone to attend this session. Space is limited to 35.**

Employer Networking Mixer (Event)
Microsoft Teams

Tuesday, November 11th
12:00 p.m. - 1:00 p.m.

Join us for this networking event to learn about part-time, internship and full-time jobs that employers still have available. Selected employers will share their opportunities as well as take questions from students. **Interested students must RSVP through Laker CareerZone to attend this session. This workshop will be on Microsoft Teams (Link will be provided when you RSVP for workshop.)**

Individuals requiring disability-related accommodations for participation in any Clayton State University sponsored event or program may contact the Disability Resource Center at (678) 466-5445 or DisabilityResourceCenter@clayton.edu.