



THE UNIVERSITY
of NORTH CAROLINA
at CHAPEL HILL

THE FRIDAY CENTER
CAMPUS BOX 1020
CHAPEL HILL, NC 27599-1020

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The Coding Boot Camp at UNC Chapel Hill

Career Services Packet

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Introduction

Our Career Services team is built on the principle of empowerment. We are here to **empower you** to find a job using the skills you have learned in our program. We can't do the work for you, but we will introduce you to employers, have company tours and speakers and ensure that you are prepped for your interviews.

Don't forget that we can only help you based on the information you share with us. The more engaged you are, the more successful you will be!



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How to Qualify for Career Services

At Coding Bootcamp at UNC Chapel Hill, we take the process of supporting you in your job search very seriously. This also means that we have high expectations for qualifying for career services.

In order to qualify for career services, students:

1. Must be in good standing per the terms of our student agreement and successfully complete the course:
 - a. Must have attended 95% of coding classes
 - b. Must have completed 90% of coding homework
 - c. Remain current with all financial obligations
2. Must have legal status to work in the United States
3. Must have attended 90% of Career Classes
4. Must have completed 100% of “Career Homework”
5. Must opt-in to post course Career Services at the latest 4 months into the program
 - a. In order to opt-in at month 4, students must have met all other requirements
6. Must meet the following requirements 4 weeks prior to graduation to qualify for job seeker status. All items must have been reviewed and approved by Career Director (CD):
 - a. A resume meeting professional standard requirements
 - b. An approved cover letter
 - c. Commitment to actively updating school tracking tool on graduate’s job search
 - d. Attendance and participation in Career Services programming
 - e. An updated LinkedIn Profile
 - f. A completed portfolio of deployed projects
 - g. 30-second Brand Statement
7. Attend all scheduled career events to which the student has RSVP’d to attend. This relates both to internal as well as external meetings (e.g. with a company recruiter). Once a student misses 3 events that they have RSVP’d to, they will disqualify themselves from career services.
 - a. Excused v. Unexcused Absence - Graduate must send notification that they will miss an event, in writing, and have it approved by CD for it to not count against their 3 strike rule.



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8. Must be responsive and pro-active about their job search.
 - a. **Please Note:** Students will be classified as unresponsive, and will lose their 'Job Seeker' status, if at any time during the **90-day placement period**, they fail to respond to at least **4 time-sensitive attempts at contact**, whether through calls, emails or text messages, within a 48-hour period, from a staff member with The Coding Boot Camp at UNC Chapel Hill. We will clearly communicate items that are time-sensitive.

Jobs that we support

The Coding Boot Camp at UNC Chapel Hill supports any position that requires the skills learned through our program which includes hybrid roles.

| These roles include some of the following titles (not exhaustive): | | | |
|--|-------------------------------------|-------------------|---------------------------|
| Junior Developer | QA engineer | Technical Writer | IT Analyst |
| Sales Engineer | Technical Implementation consultant | Web Producer | Software engineer in test |
| Front End Developer | Digital Ad Trafficker | Backend Developer | Desktop Engineer |
| Software Engineer | JavaScript Developer | Product Manager | Web developer |
| Full Stack Developer | Wordpress Developer | Email Developer | Project Manager |

**Career Services are available to support job titles and role in the targeted range for your targeted position in your region.*



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What to Expect: Support Offered

We know that finding a job can be a stressful and challenging experience. We are here to motivate, teach and guide you every step of the way. We find that students who are the most successful are those who prioritize **consistent communication** with the Career Services team and those that realize that the more you put in, the more you get back.

The following details provide information on the career curriculum you will experience during the 6-month program as well as the career services support offered to all students who opt-in during the 90-days post course completion period.

Curriculum

- Our Career Curriculum is comprised of 15-20 classes including instructor engagements
- Classes will be taught by a combination of CDs, Instructors, TAs and industry experts
- Different perspectives are key as there is no “one size fits all” way to get a job
- Each class corresponds to a critical piece in your application materials
- Required homework will be posted at the end of each class

Company Engagement

- We have a network of companies who partner with us because they are interested in you
- Many of those companies have signed up to engage with you and hire from us directly
- Companies engage with us in a variety of ways: student tours, guest lectures, private interviewing events and many other ways
- Every time a company engages with your class, we recommend that you think of this as an opportunity to shine, to show yourself. Students who ask smart questions and engage when a speaker is in class will be remembered! Think of each engagement like a mini interview.
- Companies may give us access to jobs that are not posted to the public yet
- We will facilitate warm introductions to the hiring or recruiting managers at companies
- Access to our network is not guaranteed - you must complete the requirements
- Based on your answers to surveys, what we learn about you in our 1:1s and your requests, we match you with the companies we believe will meet your needs



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Career Services Team

- We have a team of individuals working to match you available interview opportunities
- Your CD is your central point of contact
- Other individuals on the Career Services team who have expertise in certain industries OR relationships with certain companies may work with you directly.

Mock Interviews

- We offer 2 application blitzes where you'll learn to answer technical interview questions. Students are engaged in a realistic application environment and a review of the answers to common questions is completed in class.
- We will host 1 mock interview session that covers both a technical interview and a cultural/behavioral interview.

Demo Day

- Once class ends, we will host a Demo Day event which will provide you with the opportunity to showcase your portfolio to companies in our employer network
- Demo Day is typically held in the evening and students are encouraged to network with all attendees, learn about the companies and backgrounds of those invited and sometimes participate in on-the-spot interviews with interested employers
- We will provide you with the list of RSVPs 48 hours prior to demo day so you are able to research companies. Typically, 60% of those who RSVP will actually attend the event.
- Come prepared, professionally dressed, and ready to network to ensure you stand out!

Talented.Tech

- Talented.Tech is an employer-facing, proprietary hiring portal that allows employers to review your work and request introductions. Once an introduction is requested, your CD will put you in contact with that employer.
- You will upload your information and materials through Bootcampspot.com. Once these items are approved by your CD and Instructor, they will be uploaded to your profile on Talented.tech.
- Employers in our network are granted access to students in certain cohorts 3 days prior to demo day.



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Numbers, Numbers, Numbers

- When you are looking for a job, it is important to remember that numbers matter.
- The more jobs that you apply to, the more responses that you will get. You should be “selling” yourself to as many companies as possible.
- We require that students apply to a minimum of 10 jobs per week in for them to get the most yield of responses.
- On average, you should assume a 7-10% conversion rate from introduction or application to response. That means for every 10 applications you send out, you will be called in to interview for 1.

What Your Time will Look Like Post Demo Day

- In order to keep your job search organized, it is important for you to document and track where you're applying as you will have 50 applications out at one time. Keep track of that manually would become unmanageable and cause you to have additional work and stress.
- Approximately 4 weeks prior to class ending, you will begin tracking your job search and sharing that search with your CD. We will provide a recommended tool for tracking your job search.
- During the last month of class, you should start applying to a minimum of 5 jobs / week.
- Your CD will be commenting on your jobs / applications and we will be tracking your progress.
- Within the first week post Demo Day, you will receive communication from someone on our Career Services Team.
- Based on your mid-course survey results, our network, and other information we have learned about your unique profile, we will recommend any of the following:
 - Companies in our network for you to research and potentially connect with
 - Other jobs (not in our network) that we have found in the area. While you apply, we will reach out directly to some of your “top choice” hiring managers and recruiters to introduce and recommend you directly. Many times we will not get a response, but we have a team of people acting as your advocate .
 - Other potential titles you should be searching for and sample roles we are finding.
- We will continue to offer ongoing group courses, both online and in person, relating to items like negotiating and continued interview preparation.
- We will have a weekly ‘touch base’ 1:1 call with your Career Coach.



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- You should assume continuous communication from your Career Coach.
- We will review your trackers often and look for you to update us via comments and notes. We will continue to make recommendations based on your progress.

Conclusion

One final word about morale and attitude. Looking for a job is hard work, and it can be emotionally draining. You have to learn to hear “NO” a lot! But at every point in the process, remember that we are here for you. Use us as your coach, your motivator or the person you need vent to, if needed.

Charles Prestia

Print Name

Signature

Date

UNC0712FSF
Course Code