**Career Development Center Supplemental Questions**

It is very important to me that if offered this position I would continue to develop our existing relationships while actively creating new ones. I would want to focus on ways to build a large network of employers who felt connected personally to the Career Development Center and University as a whole. Each personal relationship is important and as these relationships grow it will benefit students and employers by creating a richer and more diverse set of opportunities for everyone.

How I would establish a relationship with a local employer would be to start with some form of personal contact. Ideally this would be in person but could also be an email or phone call. The goal of this personal contact would be to let them know that it is easy to offer opportunities for student, to make them realize that they are personally viewed as a valuable employer and to let them know that the Career Development Center is here to support them at whatever the stage of the process they are in.

The next step would be continuing to foster this relationship by letting them know about current Career Development Center and on-campus activities that would benefit them. This could be through an Employer Newsletter, CSO, email or other means. I would also work to get them in touch with other resources the University offers. For instance, if it was a local forestry company out of Philomath I would make sure they had a contact in the College of Forestry to help guide them.

In dealing with potential barriers I would be empathetic to each employer’s unique concerns. Many barriers along the way could arise including not knowing about legal aspects of hiring an intern, not having responses to a posting or not knowing how to utilize our electronic resources. The main way I would focus on this is to make sure that each employer felt cared for and that they had all their questions and concerns taken care of. I would also make sure I was knowledgeable about all the resources the Career Development Center and Oregon State University offers in able to connect to the right resources if I am not able to help them in a particular area.

Overall, the process of interviewing, hiring and training is a fun and exciting experience. There are a lot of opportunities for local internships, part-time jobs and full-time jobs. I would love to be able to work in this position to continue to grow existing relationships and also to foster new ones.