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UNIVERSITY OF OREGON  
Lundquist College of Business

# EMPLOYER RESOURCES

## Here to Help

The Career Services team at the Lundquist College of Business is dedicated to helping you achieve your employment and recruiting objective. Please contact us today.

## Career Services

The Lundquist College of Business Career Services team helps employers connect with students who excel in management, accounting, finance, marketing, sports business, and operations-information systems management. Our mission is to build partnerships with the business community to provide access to Lundquist College student talent and expertise.

### Lundquist College of Business Career Services

1208 University of Oregon  
Eugene, OR 97403-1208  
lbcareer@uoregon.edu  
T 541-346-3301

Follow us on Twitter [@uobizjobs](https://twitter.com/uobizjobs) and  
Facebook [fb.com/UOBusiness](https://www.facebook.com/UOBusiness)

240 Lillis Hall  
Hours: 8:30 a.m.–4:00 p.m., Monday–Friday



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## Connect with Lundquist College Students

- **Post a Job:** Add your job posting to DuckConnect, a job database that showcases your company and position to all 22,000 UO students as well as registered alumni. Employers can also view and register for on-campus career fairs, information sessions, and other opportunities that are designed to introduce your company to Lundquist College students. To post a job, visit and follow the instructions at [uocareer.uoregon.edu](http://uocareer.uoregon.edu).
- **Find an Intern:** Take advantage of student talent for help with market research, financial analysis, business development, advertising-promotion, and operational support. Contact the Career Services staff to get started.
- **On-Campus Interviews and Information Sessions:** Conduct interviews on campus and host information sessions. These are great ways to connect with students and gain visibility for your company. Career Services staff members can help you coordinate logistics, promotion, and access to students.
- **Site Visits:** Host a group of students for a visit to your company. The Career Services team can suggest ways to maximize the opportunity with on-site tours, alumni panel discussions, and more.
- **Student Clubs:** Interact with members of student clubs that are aligned with the Lundquist College of Business's academic majors and centers of excellence. Examples include the UO

Chapter of the American Marketing Association, the Entrepreneurship Club, UO Net Impact (a sustainable business club), and the Warsaw Sports Business Club. Career Services can arrange mock interviews, panel discussions, résumé reviews, or a special event tailored just for your company and the clubs.

- **Job Shadow:** Host a business premajor, business major, or accounting student at your company. Career Services partners with the college's undergraduate advising office to offer the Job Shadow Program, which matches host companies with students for one-day career exploration experiences, preceded by guided preparation from the college staff. The program provides your business with the opportunity to establish your brand with future recruits while helping students jump-start their transition from classroom to career.
- **Oregon Mentor Network:** Mentor MBA students through a unique program. The Oregon Mentor Network initiates a modern mentorship format where a reciprocal relationship exists between the mentor and mentee during a yearlong program. Mentoring relationships kick off in the spring and are designed to foster and inspire executive-level leadership. Mentor-mentee matches are based on a variety of characteristics, including personality, career and industry interests, and desired geographic location following graduation.

## Applied Experience and Internship Opportunities

Interns from the Lundquist College can provide your organization a continuous source of talent, new ideas, and energy. Internships are designed to enable students to explore a career field and gain applied experience and professional skills while contributing to your organization's bottom line. Students are ready to take on that special project that you may have "left on the back burner" due to time or resources constraints.

Using DuckConnect is an excellent way to post an internship. It reaches UO students of all majors, including Lundquist students. Lundquist Career Services staff members will also promote your internship or opportunity on social media, targeted e-mails, digital signage, and a campuswide calendar.

### Suggested Internship Timelines

- **Fall Term:** Post by early July for internships occurring in late September–mid-December
- **Winter Term:** Post by early October for internships occurring in early January–mid-March
- **Spring Term:** Post by early January for internships occurring in late March–early June
- **Summer Term:** Post by early March for internships occurring in mid-June–late September

### Employer Internship Logistics

Employers are encouraged to negotiate a contract with the student that outlines the internship goals, expected outcomes, and clarification of the student's responsibilities and expectations for success. If



academic credit is applicable, the intern will initiate all credit through their program or department and will meet the program requirements prior to the start of the internship.

### Virtual Information Sessions and Meetings

No time to travel to Eugene? Our goal is to connect companies to outstanding student talent using video conferencing tools available through Career Services. Share your internship and career opportunities in the comfort of your office, on your time, and at no cost. Let us help make it easy to evaluate, engage, and recruit UO students. Contact Career Services staff to learn more about virtual recruiting options.