

Career & Internship Fair

Employer Research

CLAIR AND GLADYS
STROMMEN
Center for Meaningful Work

Research employers *BEFORE* the fair.

Knowing information about an employer before you attend the Career & Internship Fair is not only helpful and very important, but also expected by employers. You will make a much better impression if you are prepared with some basic information about the organizations attending such an event. Listed below are recommendations for what you should know about each organization *before* you attend and information that can typically be found on the organization's website. Feel free to use this handout as a "worksheet" for your preparation. Find the following on each organization that interests you and you'll be well prepared for the Fair.

1. **What is something that stands out to you about the organization that you admire/find inspiring/makes you want to work there?** (mission, populations served, community involvement, awards/recognitions, etc.)
2. **What are the main products and services of the organization?**
3. **What is the organization's mission and values?**
4. **What is the brief history of the organization** (when did they begin, how, where)?
5. **Has there been any recent news related to the employer?**
6. **How big is the organization? How many employees do they have?**
7. **What positions do they typically hire?**
8. **Where are they located? Is there more than one location?**

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