

Volunteer Positions for 2010 Career Day

1. Career Day Setup/ Cart Crew-8am-11 am

You will be in charge of setting up booths including helping cart any materials the company's may be displaying. This job is vital to make sure everything is set for a busy day!

2. Breakfast Setup/Breakdown Crew- 8am-11am

You will be setting up and breaking down the company personnel's breakfast. During the breakfast you will be monitoring who is and is not meant to be there.

3. Registration Check-In-Variou sshifts between 8am and 4pm

You will be checking in companies, students, and staff; you are the hub of carrier day. Check-In shifts may include a 15-30 minute greeting shift where you will welcome students, recruiters, and faculty to Career Day

4. Registration Bouncers- Various shifts between 8am and 4pm

You will be monitoring the door to be sure all our students are appropriately presenting themselves, as well as having all required credentials.

5. Company Representative- 10 am-4pm

You will be personally assisting an individual company with anything they might need throughout career day.

6. Company Information Sessions- TBD

You will be assisting specific companies during their information sessions.

7. Senior Reception Registration- 6:30pm-9pm

You will be welcoming and registering those attending the senior reception.

8. Career Day/ Senior Reception Photographer- Shifts between 11am and 4pm, 7pm-9pm

You will be photographing the event; you need your own camera equipment.

9. Senior Reception Wait Staff- Shift TBD

*It is a great resume builder and gives you the opportunity to show off your skills to recruiters and experience the Senior Reception before you are attending.
This is a great opportunity for freshman, sophomore, and juniors ONLY!*

10. Senior Reception Set-up-Shift TBD

*This job can include anything from moving chairs, helping catering, setting up buffets, making floral arrangements, etc.
Juniors, sophomore, and freshman students ONLY!*

11. Senior Reception Break- down-Shift TBD

*You will be helping break down the Senior Reception after it has concluded, great opportunity to see what the Senior Reception is like before you are attending.
Juniors, sophomore, and freshman students ONLY!*

12. Coat Room Attendant-Shifts from 9am-4pm and Senior Reception Shift TBD

You will be assisting students, faculty, and recruiters with storage of belongings (mostly coats) during the fair and ensuring their safe keeping.

13. Tour Guides- Shifts TBD

Student must be confident and knowledgeable about the UMass Campus, especially the Campus Center and Marriott Center. You will be giving tours to recruiters during a given time frame.