Offer Deadlines and Multiple Offers – Challenges and Ethics

Like leaves falling, shorter days, and colder temperatures (yes, it does drop below 70 in Los Angeles), the recruiting season at UCLA inevitably brings a certain amount of conflict and confusion for both students and employers in how they should address employment offer deadlines and multiple offers. Some students will scurry to the Career Center feeling pressured and unsure how to juggle their own desires to find the best situation with the needs of employers who are eager to match their organization’s needs. On occasion, employers contact our office justifiably inked that Joe Bruin accepted their offer, only to sign on with one of their competitors the following week. These are very difficult and unfortunate situations for everyone involved, exacerbated by the variability of each party’s needs and schedules, and the fact that there are no apparent rules or regulations.

So, what can be done? At the UCLA Career Center, we’ve committed ourselves to informing and educating all active “players” – students, employers, counselors, and staff – on specific ethical guidelines. The NACE “Principals for Professional Practice,” found on page 88 of the new UCLA Career Guide, will soon be mandatory reading for all students seeking entry to BruinView™. These principals are a point of emphasis for all Career Center counselors and staff who engage students. They are as follows:

- Experience shows that the best employment decisions for both students and employers are those made without pressure and with the greatest amount of information. If students are given sufficient time to attend career fairs, participate in on-campus interviews, and/or complete the interviewing in which they are currently engaged, they are more likely to make good long-term employment decisions.

- As it is unrealistic to enforcement a specific time frame regarding offer and acceptance of employment, the decisions are ultimately between the student and the employer.

- COMMUNICATION IS KEY. That is, regular contact between student and employer from the time the offer is received.

- If a student is waiting on a preferred employer, they should contact them, if possible, and ask how far they have proceeded in the hiring process and when a decision is likely to be made.

- If an offer has been made to a student, and the student has interest in pursuing other opportunities during the recruitment period, the student should contact the employer(s) who has made the offer and ask if they are prepared and willing to extend the offer acceptance deadline, if needed.

- Students should not accept offers that they are not comfortable with, or to “hedge their bets” in case their preferred offer doesn’t come through.

- The onus is on students to do as much self assessment and employer research as possible to be in the best position to make informed decisions.

- The onus is on employers to not improperly influence and affect students’ decision-making process.
Newly-Expanded Employer Relations Staff Is At Your Service!

Like so many state universities, UCLA is in the midst of deep revenue challenges, and the Career Center has not been spared from this process. In spite of those challenges, we are committed to providing employers with the customer service and access to students that we are all used to. To this end, we have reorganized the composure of several units within the Career Center to better serve you — we actually have more Career Center staff dedicated to the interaction between recruiters and students. We know our students can use this added attention when job markets are tight. Our veteran customer relations team that has provided direct service to students has been cross-trained in all aspects of on-campus recruiting, BruinView™, and Employer Relations. And we are proud to have several key professional staff available to assist you.

Sharon Kamiya, the new Associate Director, Employer Relations & Customer Services is excited to present you with our newest team members, and looks forward to providing quality service to you. Please feel free to contact her if you need assistance at skamiya@career.ucla.edu or 310.206.1902.

John Coate, Counseling Manager for Employer Services. John serves as a liaison between employers and the counseling staff. He brings an extensive background in business, recruiting, and education to this position that he has held for more than a year. He earned his Bachelor’s Degree in Business Administration at USC and spent several years as a commercial real estate broker before transitioning into the field of career development. He received a Masters Degree in Counseling from Cal State Northridge, and worked as a professional recruiter and community college career and welfare-to-work counselor prior to joining the UCLA Career Center staff. For information regarding opportunities to participate in counseling-related events and presentations, including Career Week and Job Search Jump Start, please contact John at jcoate@career.ucla.edu or 310.206.1902.

Chris Howell, Interim Manager for Internship & International Opportunities. Prior to this appointment, Chris was our Local Programs Coordinator. He supports Bruins in exploring a wide range of experiential learning options in the U.S. and abroad. On any given day, Chris often finds himself assisting clients in fields as diverse as biotechnology, management consulting, or public policy. His favorite aspect of the job is helping Bruins discover new ways to test their skills in the marketplace. He oversees the new internships@career.ucla.edu Q&A mailbox for students and employers, and his previous assignments included four years as the Career Center’s Internship Programs Counselor. For more information on Internship & International Opportunities, please see the article in this newsletter on page two, “Internship & International Opportunities: A New Location Where Talent Can Find Your Program.” Chris can be reached at chowell@career.ucla.edu or 310.206.1917.

Katrina Davy, Career Services Specialist, Economics. Katrina Davy recently joined the UCLA Career Center as the Economics Career Services Specialist. Her position focuses on coordinating the Sharpe Fellows internship program, providing career counseling to Econ majors, creating career programs geared towards preparing students for the professional world, cultivating stronger relationships with firms that already interact with UCLA, identifying prospective employers that might be of high interest to Economics students, and working closely with employers seeking to hire Economics undergraduates. Katrina holds a BS from Cornell University and a MA and EdM from Columbia University. Prior to this position, she worked as a career counselor at Pepperdine University in Malibu where she worked extensively with employers. She is currently in the fully-employed MBA Program at Pepperdine. You can contact Katrina at kdavy@career.ucla.edu or 310.206.1931.

Rounding out the Employer Relations team are our continuing staff members, Lilia Elias (on campus recruitment scheduling), Sylvester Royal (events), Cara Folk, Tim Mar, Christina Ruiz, and David Flores (front desk customer service). All can be reached at BruinView@career.ucla.edu or 310.206.1902.

 ---------

UCLA TRUE BRUIN

When you recruit a UCLA Bruin to be a member of your organization, you are recruiting a student who has pledged to act in accordance with the highest ethical standards of integrity, excellence, accountability, respect, service, and loyalty. The Career Center teaches students to adhere to these principles as they move through the process of applying / interviewing for internships, part time positions, and full time employment.

Internship & International Opportunities

A New Location Where Talent Can Find Your Program

Internship programs remain one of the most effective ways for employers to recruit top talent. In this competitive job market, most UCLA students pursue at least one “experiential learning” opportunity during their studies or shortly after graduation.

Students can immerse themselves in a wide range of internships to enhance their resumes while building high-value skillsets, including public service fellowships and teach abroad programs. We are delighted to have a new home in the Career Center’s Library, where we can help students gain effective access to these important services.

One of our goals is to provide UCLA students with convenient access to internship and work abroad resources, which can change on a daily basis. Another goal is to train interns on how to utilize the Career Center’s BruinView™ career management system and then pass this knowledge on to other students.

If your organization has an internship or international opportunity which will enhance a UCLA student’s academic experience, please contact us or post it online at career.ucla.edu/PostBruinViewOpportunities. We can be your one-stop connection to an outstanding group of enthusiastic and bright candidates at UCLA!

Peer Advisors UCLA Career Center

The Peer Advisor internship program enters its fourth consecutive year, giving currently enrolled UCLA students the opportunity to learn through this unique experience. These bright and cheerful Peer Advisors are thoroughly and rigorously trained by Career Center staff and can be found in the popular Career Center Library / Lab.

Our Peer Advisors are the first to greet students, inform them about our resources, and direct them to appropriate next steps. They give Career Center tours and answer student questions on how to take advantage of our career services, how to access library materials, how to use the BruinView™ career management system, how to enhance a resume, how to utilize mock interviews, and more.

We are proud to have seven Advisors join us this year, including our first ever graduate student. All have come from diverse backgrounds and majors and are responsible for delivering excellence in a broad range of roles.

Our very capable Peer Advisors supplement our mission and efforts to assist as many students as possible with career development information. Although Peer Advisors often have aspirations to work in the counseling field, many learn transferrable skills gained through this internship program and move towards their dream jobs in a variety of other professions. The Career Center is proud to showcase our team of Peer Advisors!