



Fairfield University

Academic & Career Development Center

AN EMPLOYER'S GUIDE



Recruiting Fairfield University
Students and Alumni



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Fairfield University

Founded in 1942 by the Jesuits, Fairfield University boasts a rigorous curriculum in individual study backed by a liberal arts core and centered in the Ignatian tradition. Fairfield creates a community that challenges students academically while connecting talents and values with societal needs.

Location

Fairfield University's campus is located in the middle of the Northeast's corporate hub and is accessible to New York City, Hartford, Boston, and is close to both I-95, the Merritt Parkway, and public transportation.

Overview

| | |
|---------------------------------|--------|
| Undergraduate | 3,803 |
| Graduate | 1,105 |
| Total Enrollment | 5,137 |
| Undergraduate Alumni | 39,936 |
| NCAA Division 1 Athletic Teams | 20 |
| Student Clubs and Organizations | 90 |
| Study Abroad Participation | 60% |
| Fulbrights | 60+ |
| Graduate Programs | 40 |

Undergraduate Demographics

| | |
|---|-------|
| Women | 2,308 |
| Men | 1,495 |
| International Students | 119 |
| Students represent 34 states/20 countries | |
| Enrollment by Race/Ethnicity: | |
| American Indian or Alaskan Native | 0% |
| Asian | 2.2% |
| Black or African-American | 2.5% |
| Hispanic of any Race | 7.8% |
| Native Hawaiian or Pacific Islander | 0.1% |
| Non-resident Aliens | 2.8% |
| Race/Ethnicity Unknown | 5% |
| Two or More Races | 1.5% |
| White | 78.1% |



University Schools

| | |
|---|-------|
| College of Arts and Sciences | 1,530 |
| Dolan School of Business | 1,452 |
| School of Engineering | 243 |
| School of Nursing | 455 |
| Graduate School of Education and the Allied Professions | 455 |
| Undergraduate Majors | 45 |
| Interdisciplinary Minors | 19 |
| Study Abroad Programs | 90+ |
| Internships Completed by the Class of 2016 | 592 |

Our Students

Fairfield University students are academically prepared with talents and values that connect with societal needs. Fairfield students possess:

- Strong communication skills
- Analytical thinking
- Solid work ethic
- Collaboration and teamwork skills
- Leadership qualities
- Problem-solving abilities
- Diversity of experiences

Academic & Career Development Center

The Academic & Career Development Center serves students seeking academic and career guidance through comprehensive support services, programming, and resources. This integrated approach addresses the diverse developmental stages of a student's academic career and positions Fairfield as a leader in providing tailored services supporting personal development, academic excellence, and career readiness for a rapidly changing and evolving student body.

The Academic & Career Development Center, located in the Kelley Center on the Fairfield University campus, has a variety of ways to assist with your recruiting efforts, bringing new talent that will be an asset to your organization. Employers who work closely with Academic & Career Development can:

- Meet our students through Career and Internship Fairs (visit fairfield.edu/employers for details)
- Learn about reaching 90+ student clubs and organizations
- Invite students, faculty, and staff for office tours and site visits
- Attend networking events



Recruiting

The Academic and Career Development Center will help employers:

- Organize employer presentations
- Arrange Information Sessions
- Schedule interviews in our on-campus interview suite
- Conduct a resume drop

Recruitment Period: On-campus recruiting for seniors at Fairfield takes place September through April. On-campus recruiting for first-year, sophomore and junior summer non-credit internships also takes place September through April. Interviews are not scheduled during exams or when school is not in session.

On-Campus Interview Dates: Employers interested in arranging on-campus interview dates are encouraged to phone Sharon Walsh at 203-254-4000 ext. 2261 or e-mail swalsh@fairfield.edu. Dates are scheduled on a first-come, first-served basis.

How to Request an Interview Room

Employers interested in arranging on-campus interview dates are encouraged to phone Sharon Walsh as soon as possible at 203-254-4000 ext. 2261 or e-mail swalsh@fairfield.edu. Dates are scheduled on a first-come, first-served basis.

Employer Presentations are open invitations from employers to students to promote their respective organization to the student body. They are held before the campus interview date to give students the opportunity to learn about your organization and the positions you are seeking to fill.

Interview Preparation Sessions are meetings usually scheduled the evening before the recruiting date. These sessions are open to the students who have been selected to interview. In general employers cover material that otherwise would be repeated at the time of the interview. Employers e-mail selected students to invite them for the Information Session.

Extending Offers of Employment: The Academic & Career Development Center of Fairfield University is a member of the National Association of Colleges and Employers (NACE) and the Eastern Association of Colleges and Employers (EACE). We adhere to the "Principles of Professional conduct for College Career Planning, Placement, and Recruitment" as published by NACE.

When extending employment offers, "Employment professionals will refrain from any practice that improperly influences and affects job acceptances. Such practices may include undue time pressure for acceptance of employment offers and encouragement of revocation of another employment offer. Employment professionals will strive to communicate decisions to candidates within the agreed-upon time frame."



Stags4Hire

The Academic & Career Development Center uses Stags4Hire to coordinate the campus recruiting process. It allows employers to review applicant resumes continuously up to the application deadline, and set up the interview schedule. On average, over 70% of students find employment through campus recruiting or internships. Employers can manage all recruiting activities from one place with Stags4Hire.

- Post jobs and internships anytime (free!)
- 24/7 access to resumes
- Target specific majors, GPAs, class years
- Post positions for alumni

Posting Guidelines: The number of students that see your posting will vary depending on the time of year you post the opportunity, the description of the opportunity, and the brand awareness of the organization. If this is your first time posting a job at Fairfield, give it some time for students to see the posting and apply.

If you are not seeing the number of applicants you are hoping for, look at your job posting again. Is there any way you can change the wording to make the posting more attractive to students? When did you post the opportunity? Be sure to be cognizant of the academic calendar.

Promoting Your Organization

The Academic & Career Development Center works closely with employers to assist with increasing brand awareness and create opportunities to meet with students.

- Post positions on our job posting platform, [Stags4Hire](#)
- Participate in Career Fairs
- Attend Employer Exploration Days (on campus)
- Host students at your workplace as part of Stags in the City professional site visits
- E-blasts to students
- Ads in *The Mirror*, Fairfield's student newspaper
- Social media posts

Career Fairs offer opportunities for individuals seeking employment, or in some cases internships, to meet with several employers. View Fairfield's Career Fair [schedule](#).

Site Visits Invite members of student organizations, faculty, and staff for office tours.

Employer Presentations are open invitations from employers to students to promote their respective organization to the student body. They are held before the campus interview date to give students the opportunity to learn about your organization and the positions you are seeking to fill.

Exploration Days (tabling): Employers are welcome to set up an information table in our campus center to reach out to students.



Stags in the City: Academic & Career Development can arrange for a group of students to visit employer offices. This program gives employers a chance to share information about their organization and students have an opportunity to learn about industries and career opportunities and network with professionals.

Resume Drops allow organizations to post jobs and collect resumes using Stags4Hire but handle the scheduling and location of interviews on their own. Employers interested in arranging a resume drop are encouraged to phone Sharon Walsh at (203) 254-4000, ext. 2261 or e-mail.

Meeting with Students in the classroom or as part of club activities is a way to make connections and strengthen your brand on campus. Introductions are done through the Academic & Career Development Center and actual presentations are done at the convenience and request of the faculty and clubs.

Career, Leadership & Professional Development Staff

The Career, Leadership & Professional Development [staff](#) are located in The Kelley Center on campus at 1073 North Benson Road in Fairfield, Conn.

Phone: 203.254.4081

E-mail: cpc@fairfield.edu

Web: [Career, Leadership & Professional Development](#)

- [Cathleen M. Borgman](#), Director of Career, Leadership and Professional Development
- [Deirdre Bennett](#), Manager of Employer Development
- [Stephanie Gallo](#), Associate Director, Career Services
- [John Hottinger](#), Assistant Director of Career Services
- [Kimberly Nickolenko](#), Director, Experiential Learning and Internships
- [Susanne M. Quinlivan](#), Associate Director, Career Services
- [Laura Strang](#), Operations Assistant
- [Sharon Walsh](#), Recruitment Coordinator
- [Megan Webster](#), Assistant Director, Leadership and Professional Development



Accolades & Rankings

- Fairfield University has been included among the best higher education institutions in the country by Time's *Money Magazine*. The "Best for Your Money" ranking also puts the University in the Top 5 in Connecticut and the top Catholic institution in the state. Fairfield University is ranked 186 out of nearly 2,500 schools nationwide considered for the ranking.
- The 2017 *U.S. News & World Report* Best Colleges report ranked [Fairfield University #2 in Regional Universities in the North](#), among institutions that provide a full range of undergraduate majors and master's programs. Rankings are based on several key measures of quality that include: Graduation and retention rates, assessment of excellence, faculty resources, student selectivity, financial resources, graduation rate performance and alumni giving.
- *USA Today* and *College Factual* placed Fairfield among the best 10% of schools in the country and highlighted several of Fairfield's academic programs among the top 5% in the nation.
- *Times Higher Education* reports a recent international study by UK-based higher-ed consultant, Firetail, placed Fairfield on its rising "Class of 2030" list, among a new generation of "challenger universities," positioned to become globally influential institutions over the next 10 to 20 years.
- *U.S. News & World Report's* 2017 Best Colleges rankings recognized Fairfield University's Service Learning programs among the best "Academic Programs to Look For." The service-learning accolade recognizes schools that integrate community service and required student course work.
- The Dolan School of Business was recognized for its accounting programs, this time being ranked #1 in Connecticut for its undergraduate accounting program according to Accounting Degree Review, an independent online resource which provides rankings and critical reviews of top accounting and finance degree programs.

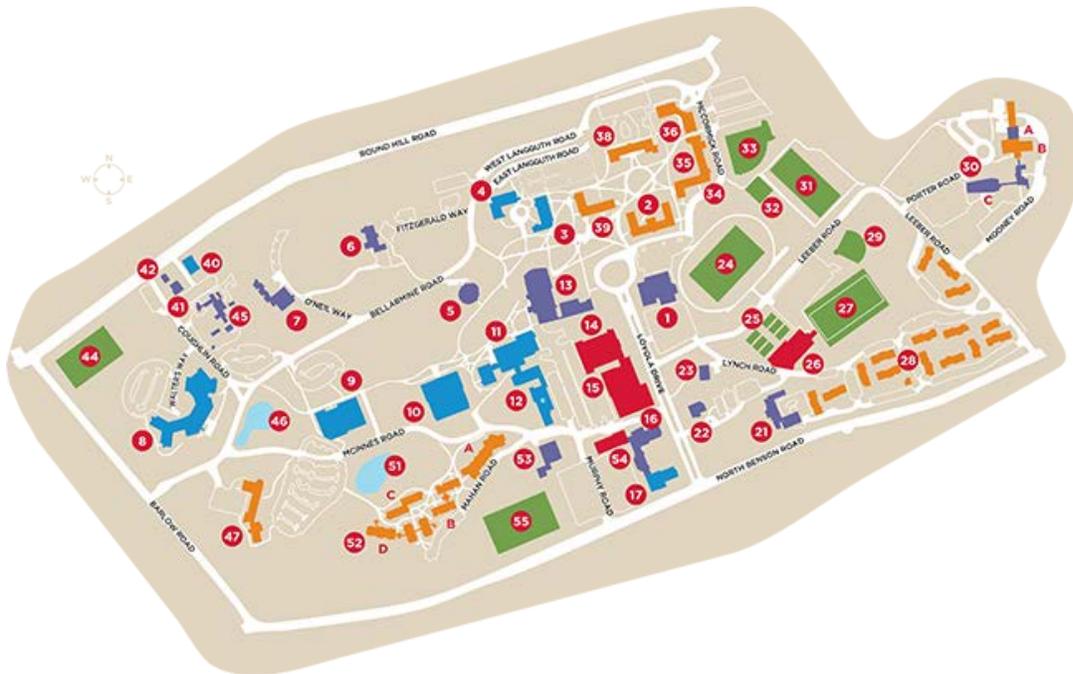


Directions

Academic & Career Development Center
Fairfield University
Aloysius P. Kelley Center (building # 1 on campus map)
1073 North Benson Road
Fairfield, CT 06824

Parking is located in the lot next to the Kelley Center (building #1).

Visit Fairfield's [Transportation and Directions](#) page for more details about getting to Fairfield.



Dining on Campus

Fairfield Dining Services offers a variety of options so you can dine when you want, where you want!
Visit fairfield.sodexomyway.com for details about our dining locations.

Local Restaurants

View a listing of [local restaurants](#) offering a variety of dining styles.