FREQUENTLY ASKED QUESTIONS

WHAT IS THE MINES SPRING LAUNCH EVENT AND WHY SHOULD OUR COMPANY ATTEND?
If your organization is seeking to hire for either full-time or intern positions, this is both an effective and enjoyable way to do it. At Colorado School of Mines, we know you may have immediate hiring needs now, or want to firm up your internship program for this summer. Now in our seventh year to offer this popular recruiting event, we hope you will join us for a fun-filled, timely, and productive visit to our campus!

Who do I contact with questions or registration?
Debbie Behnfield, 303-273-3253 or email at: dbehnfie@mines.edu or
Jane Cain, 303-273-3253 or email at lcain@mines.edu

WHAT IS THE SCHEDULE FOR SPRING LAUNCH?

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 am – 8:30 am</td>
<td>Check-in and set-up. Continental breakfast will be available as you set up for the recruiting event and interviews; snacks available all day.</td>
</tr>
<tr>
<td>8:30 am – 9:30 am</td>
<td>Recruiting Event Meet/Greet. Faculty and students are invited to start the day by visiting with you at your table. In addition to discussing how our majors meet your needs, you may add to your interview schedule.</td>
</tr>
<tr>
<td>9:30 am – 11:45 am</td>
<td>Interviews. From resumes gathered at Career Day, or from your current DiggerNet job postings, our staff will arrange the students’ interview schedule to fit your needs. Interviews will be conducted conveniently at your table following the Meet/Greet time.</td>
</tr>
<tr>
<td>11:45 am – 1:00 pm</td>
<td>Diversifying Your Workforce. Incorporating and maximizing diversity is an ever evolving practice for companies. This workshop covers the benefits, building a program, diversity of abilities, principles of a healthy community, and evaluating programs. Presentation, panel, and open discussion with Mines faculty and your colleagues over luncheon.</td>
</tr>
<tr>
<td>1:15 pm – 4:30 pm</td>
<td>Interviews. Continued interviews with full-time and/or internship applicants, plus additional walk-in sign-ups, meeting your criteria of major, graduation date, citizenship, and degree (BS, MS, PhD).</td>
</tr>
</tbody>
</table>

HOW DO THE INTERVIEWS WORK?
Following the networking time, interviews will be conducted at your table. Especially for local companies, a 20-minute schedule can provide valuable input prior to you inviting applicant finalists to your company for more extensive interviews. The approximate number of students accommodated is as follows:

- 20 MINUTE APPOINTMENTS = 18 INTERVIEWS
- 30 MINUTE APPOINTMENTS = 12 INTERVIEWS

WHERE IS SPRING LAUNCH HELD?
- Student Center Grand Ballroom
- Complimentary parking is available
What are the requirements to participate in Spring Launch 2014?
• Active job postings in DiggerNet (We can assist with the posting process)
• Interviewees are drawn from resumes received through the Virtual Career Fair (March 21-26th), DiggerNet job postings or Career Day participation.

What are deadlines to create interviews for the day and reserve a spot?
• Employer pre-selection of candidates
  o March 20 - Jobs posted
  o April 7-10 - Employer selects candidates (and alternates)
  o April 11-18 - Students sign up for interview timeslot
  o April 21 - Interview schedules solidified and prepared for your arrival!

• Open sign-up based on job description screening:
  o April 11 – Jobs posted in DiggerNet with specific criteria for Major, Degree, Work Authorization (citizenship), and Graduation Date (noting: full-time or intern positions)
  o Students are able to sign up for an interview timeslot if they meet your criteria

• Register for Spring Launch and submit payment -
  o To register for Spring Launch log into DiggerNet and click on Events – Career Fairs.
  o Please register your company and number of attendees

What is the cost for this event?
The cost is $50 and includes:
   Diversifying Your Workforce workshop luncheon tickets for up to two people.
In addition, the Spring Launch event will encompass networking, a table for interviewing, and refreshments for two representatives.
Contact Jane Cain for credit card payment at 303-273-3233.

What are the procedures for shipping materials to CSM before Spring Launch?
• If you prefer to utilize your own tabletop display, banner, or other materials, please ship to:
  Colorado School of Mines Career Center
  (Your Company's Name)
  Ben Parker Student Center, Suite 37
  1600 Maple Street
  Golden, CO 80401
• We will hold your materials and deliver to your table for you on the morning of the event.
• Ship materials far enough in advance for adequate delivery time. If more than one box, please number each package (e.g., 1 of 2, 2 of 2, etc.)
• Prepare your return labels with your information in the “Shipped From” and account number.

Who do I contact with questions or registration?
Debbie Behnfield, 303-273-3253 or email at: dbehnfie@mines.edu or
Jane Cain, 303-273-3253 or email at lcain@mines.edu