**Frequently Asked Questions**

**What is the Mines Spring Launch event and why should our company attend?**
At Mines, we know employers may have immediate hiring needs, or want to firm up an internship program for the summer. 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 before the students are immersed in final exams and then leave the campus. This annual opportunity has been a very popular recruiting event, so we hope you will join us.

**Who do I contact with questions about registering for Spring Launch in DiggerNet?**
Lin Sherman at 303-273-3235, lsherman@mines.edu or Jane Cain at 303-273-3253, lcain@mines.edu

**What is the itinerary for Spring Launch?**

<table>
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<tr>
<th>Spring Launch Interviews</th>
<th>Interviews. From resumes gathered through your current job postings in DiggerNet, involvement in our April 1-6 Virtual Career Fair, or through open sign-ups by qualified students, you will be able to interview at your table. The Career Center will arrange appointments to fit your needs and have printed schedules ready for you on your arrival. There could also be excellent candidates who come as “walk-ins” to fill any gaps in your schedule so you have a very productive day.</th>
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<td>Option 1: Morning Only 8:30 am – 1:00 pm</td>
<td><strong>Professional Development Seminar: The Employer’s Guide to a Strategic Campus Recruiting Program.</strong> Our professional development seminar offers best practice tips on maximizing your recruiting and branding efforts. Combining formats of presentation and open discussion with Mines staff, faculty, student leaders, and your colleagues in the workforce, we believe you will enjoy this employer workshop and satisfying luncheon.</td>
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| Option 2: Afternoon Only 1:00 pm – 4:30 pm | **AM Only - 20 minute appointments = 10 interviews**  
**PM Only - 20 minute appointments = 7 interviews**  
**AM Only - 30 minute appointments = 6 interviews**  
**PM Only - 30 minute appointments = 6 interviews** |
| Option 3: Full Day 8:30 am – 4:30 pm | **How are interviews arranged?**  
We will prepare the schedules for you, based on your criteria. For many companies, 20-minute schedules provide valuable input prior to inviting applicant finalists to your company for second interviews. The approximate number of students accommodated is: |

**Where is Spring Launch held?**
Student Center Grand Ballroom, with complimentary parking available nearby.

**What are the requirements to participate in Spring Launch?**
Active job postings in DiggerNet (we can assist with the posting process) or resumes from Career Day.
TIMEFRAME FOR POSTING POSITIONS AND REGISTERING FOR THE EVENT

EMPLOYER PRE-SELECTION OF INTERVIEWEES

- **EARLY APRIL** – Jobs entered in Virtual Career Fair or in place in DiggerNet system
- **MID APRIL** - Employer selects candidates (selects in system or emails list to Isherman@mines.edu)
- **WEEK PRIOR TO EVENT** - Students sign up for interview timeslot
- **DAY BEFORE THE EVENT** - Interview schedules solidified and prepared for your arrival!

EMPLOYER CHOICE OF INTERVIEWEES THROUGH RESUMES FROM PRIOR RECRUITING EVENTS OR POSTINGS

- **WEEK PRIOR TO EVENT** – Employer contacts Lin with number of schedules desired, names of interviewees and alternates, and choice of 20 minute or 30 minute interval appointment slots. We contact students who reserve interview appointments through DiggerNet. No telephone tag for you!

OPEN SIGN-UP BASED ON JOB DESCRIPTION SCREENING – NO PRESELECTION:

- **WEEK PRIOR TO EVENT** – Jobs are posted in DiggerNet with specific criteria for Major, Degree, Work Authorization, and Graduation Date. Employer contacts Lin with number of schedules desired, and choice of 20 minute, 30 minute or other interval appointment slots. We prepare the appointment schedule. Students can sign up for an interview timeslot if they meet your criteria, as noted above.

REGISTER FOR SPRING LAUNCH

Log into DiggerNet and click on Events – Career Fairs and Special Events – Spring Launch. Register (1 table is two representatives, additional attendees may be added separately), then contact Jane Cain 303-273-3233. If the event appears to have closed to registration, contact Lin 303-273-3235.

ADDITIONAL LOGISTICAL DETAILS

**WHAT IS THE COST FOR THIS EVENT?**

- **MORNING ONLY 8:30 – 1:00** $35
- **AFTERNOON ONLY NOON – 4:30** $35
- **ALL DAY** $50

Fees include professional development luncheon seminar tickets for up to two people and all amenities for the day. Additional luncheon tickets can be ordered if more staff attending. Registration is in DiggerNet Events and payment is by Jane Cain 303-273-3233.

**WHAT ARE THE PROCEDURES FOR SHIPPING MATERIALS TO CSM BEFORE SPRING LAUNCH?**

If you prefer to ship your own tabletop display, banner, or other materials, we will hold them and deliver to your table for you on the morning of the event. Please let us know to expect your materials and ship to:

**Colorado School of Mines Career Center**

(Your Company's Name)

Ben Parker Student Center, Suite E180

1200 16th Street

Golden, CO 80401

**Who do I contact with questions or registration?**

Lin Sherman: 303-273-3235, lsherman@mines.edu or Jane Cain: 303-273-3233, ljcain@mines.edu