

**Hiatt is here to help you integrate professional development into your coursework, bring alumni and employers to your classrooms, support your student employees, and so much more because career happens everywhere at Brandeis.**

## How Hiatt Works

Hiatt provides career services for undergraduates and undergraduate alumni to help them identify who they are, what they want and how to get there.

### WHAT WE OFFER

**Modern Services for Modern Careers:** Our work is grounded in teaching flexibility around career planning and decision-making.

**Life-Long Skills:** Career services enhances the student experience by helping develop career-ready skills for a lifetime of meaningful work, not just one job.

**Career Everywhere:** We collaborate with partners across campus to better support students in their career education and development.



### HOW WE CAN HELP

#### Skills-Forward Syllabi

- Employers already value the skills you teach students in the classroom, but most students don't see how what you're teaching connects to employability. More and more employers are focused on skills, not major or GPA. We can help you emphasize a skills-forward syllabus, highlighting what you're already doing, so students see their academic and professional goals connect.

#### Speakers in your Classroom

- We can help bring alumni or employers into your classroom (in-person or virtually) to show students how their work is applied! Alumni love to give back by sharing their passion for their work, helping students make connections and see possibilities. Employers also like to engage students in real-world tasks, share industry knowledge, and discuss current issues.

#### Meeting with Students

- Our professional [career team](#) meets with students on topics like exploring majors/interests, internship/job searches, graduate or law school plans, application materials, networking, and interviewing. Brandeisians have many interests and pursuits, and we can help you support a student if you're not familiar with their area of interest. Students can find the best person to speak with by [reviewing our team's bios](#). Those who've met with Hiatt are [2x more likely to be employed](#) within six months of graduation.

#### Supporting Student Employees

- Hiatt provides resources for student employee supervisors, including tested reflection questions that help students connect to their work. When this happens, students become more invested, act more accountable, and do better work. There is also a [self-guided online training](#) for students to learn workplace communication skills and how to apply their skills to future employment.



## Our Commitment to DEIA

Hiatt supports Brandeis undergraduate students and alumni of all affiliations, backgrounds, identities and preferences in considering how intersecting identities might impact work and professional development. We are actively engaged with efforts to address systemic racism at Brandeis in order to build a space for all that is free from bias and discrimination.

Career discussions take place all over campus with faculty advisors, academic advisors, student affairs staff, and peer leaders. Career Everywhere is about recognizing that student career success is part of our mission regardless of our role.

## Answers to common student questions

### 1 How to find industry-specific opportunities

- Our [Finding Your Fit](#) webpage has overviews to help identify potential careers and conduct industry research.
- [Vault](#) is an online resource providing in-depth intelligence on what it's like to work in an industry, company or profession.
- We recommend encouraging students to meet with Hiatt staff and collaborate on a personalized plan for their search.

### 2 How to find an internship

- Employers recruit regularly at Brandeis, our [Recruiting Timeline](#) depicts the typical industry application hiring timelines.
- Networking (with family and friends, faculty, or alumni), searching for roles online (on Handshake or company sites) and meeting with Hiatt staff are the most used and helpful internship search resources for Brandeis students.
- Encourage students to start with [Handshake](#), where employers post roles specifically for students.

### 3 How to find alumni

- The [Rise Together Mentor Network](#) is an online platform that joins students and alumni from all over the world to make connections, exchange career advice, expand their network and learn more about industries, careers and the world of work.
- Brandeis alumni are incredibly receptive to helping students and look forward to connecting throughout a variety of industries!

## Top 3 career resources to know about

### 1 Handshake

- Students use [Handshake](#) to get hired, get discovered, & get connected!
- Career fairs, events, job and internship postings, and career counselor appointments are all accessible through Handshake.
- As faculty, you can access Handshake using your Brandeis UNet credentials for a profile set up just like your students. You'll see what they see and can set up job alerts to stay on top of upcoming opportunities for your students.

### 2 How/when to refer students to Hiatt

- Our [career team](#) meets with undergraduates for 30 or 60 minutes on topics from exploring majors and interests, application materials, internships and job search, networking, interviewing, and graduate school and law school plans.
- Those who meet with Hiatt feel more confident in their next steps and data indicates they get more internships and job offers.

### 3 How to write recommendation letters

- [Recommendation letters](#) can be time intensive, to help you get started we have an [Academic Reference Letter Sample](#) and an [Employer Reference Letter Sample](#).
- While it's tempting to ask a student to start a draft for you, these templates let you create standard and personalized letters.