



GRADLEADERS

Seasonal MBA Recruiting Calendar

About GradLeaders: We're the market leader in student recruitment & career services technology, connecting leading employers year-round with students and alumni from top-ranked schools around the world. Our exclusive partnerships, combined with industry-leading software solutions, make us the #1 choice of companies seeking high-quality and best-fit students to join their team.

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	☀️ SUMMER			🍏 FALL			❄️ WINTER			🌱 SPRING		
Career Services	Prepare for upcoming academic year; Confirm OCR dates & events	Connect with new & returning students; Approve full-time job postings	Setup coaching appointments; Review MBA2 resumes	Prepare for MBA2 OCR; Host MBA1 workshops	Gather previous year employment reporting data; Review MBA1 resumes	Host employers for MBA2 OCR	Advising & coaching on MBA2 offer negotiations; MBA1 mock interviews	Prepare for MBA1 OCR; Approve internship postings	Host employers for MBA1 OCR	Advising & Coaching on MBA1 internship offers	Update recruiting guides; Gather feedback; Review OCR request for next season	Gather employment offers; Attend industry events
Why GradLeaders	<i>Dedicated Customer Relationship Manager; Easy implementation process; Online KnowledgeBase; On-demand training videos</i>	<i>Customizable dashboard messages; Class year promotion tool; New class import tools; Batch email student communication tools</i>	<i>Coach & Advisor Profiles; Calendar sync; Resume & cover letter review manager; Private/public notes on candidate records</i>	<i>Candidate activity tracking; One-click run schedule tool; Coaching module; Advising module; Workshop module</i>	<i>One-click employment reporting tool; Collaborative career service notes on MBA1 records</i>	<i>Company/recruiter CRM functionality; One-click interview packet tool; Automated attendance tracking with card-swipe technology</i>	<i>Offer comparison utility; Salary comparison reports; Flexible mock interview types</i>	<i>Self-serve employer interface; Job board module; MultiPost™ job distribution network</i>	<i>One-click interview packet tool; Automated attendance tracking with card-swipe technology</i>	<i>Self-serve employer OCR request interface; Just-in-time hiring tools for employers</i>	<i>Document library; Year-over-year tracking; Metrics reporting available on all modules; Career service feedback surveys</i>	<i>Connections Conference; GradLeaders User Conference</i>
MBA1s	Establish initial career path; Sign up for career services	Prepare for 1st-year recruiting season	Arrive on campus; Meet with career services	Attend cover letter & resume writing workshop	Attend coaching appointments	Attend company presentations	Attend mock interviews	Manage interview schedules	Interview with employers	Review internship offers	Submit internship offers	Leave for summer internships
Why GradLeaders	<i>1, 2, 3 registration process; Professional summary wizard; Instant Resume-to-PDF</i>	<i>Internship job search agents</i>	<i>Communication preferences; Career service calendar</i>	<i>Streamlined workshop sign-up process; Online resume manager</i>	<i>Online signups for coaching appointments & workshops</i>	<i>Company research tools; Quick company & recruiter lookup</i>	<i>Streamlined mock interview sign-up process</i>	<i>Interview invitation request tools; Calendar sync</i>	<i>Interview schedule management</i>	<i>Offer comparison tool</i>	<i>Offer comparison reports</i>	<i>One-click job-seeking status updates</i>
MBA2s	Evaluate & adjust career path during summer internship	Prepare for 2nd year recruiting season	Return to campus; Visit career service office	Attend company presentations	Attend diversity events; Manage interview schedule	Interview with employers	Review & negotiate full-time offers	Accept full-time offers	Update job-seeking status	If still seeking, schedule advising appointments with career services	Submit full-time offers; if still seeking, attend advising appointments	Graduation; Start new job
Why GradLeaders	<i>Simple sign-on for returning students; New profile questions for MBA2s; Online resume manager</i>	<i>Full-time job search agent</i>	<i>Communication preferences; Career services dashboard announcements</i>	<i>Review upcoming company presentations; Manage own career service schedule</i>	<i>Interview invitation request tools; Calendar sync</i>	<i>Company research tools; Quick company & recruiter lookup</i>	<i>Offer comparison tool</i>	<i>Salary comparison reports</i>	<i>One-click status updates</i>	<i>Online advising appointment requests</i>	<i>One-click job-seeking status updates</i>	<i>Confidentiality feature for passive-seeking alumni; Alumni job board</i>
Employers	Prepare OCR travel calendar	Post full-time jobs	Review MBA2 resumes; Invite MBA2s to OCR	Host MBA2 presentations on campus	MBA2 interviews; review MBA1 resumes; Attend diversity events	Review MBA2 applicants; host MBA1 presentations on campus	Make offers to MBA2s	MBA1 interviews; Post internships	Review MBA1 applicants	Make MBA1 offers; Just-in-time MBA2 recruiting	Submit OCR requests for next season	Attend industry events
Why GradLeaders	<i>Online recruitment tools; Resume book release date notifications; OCR integration calendar</i>	<i>Online job postings; MultiPost™ to multiple schools at once; JobMatch™</i>	<i>Advanced search to find matching MBA2s; Direct-to-schedule interview confirmation, with room availability prompts</i>	<i>Batch email employment branding tools</i>	<i>Interview schedules; Advanced search to find matching MBA1s</i>	<i>Batch email employment branding tools; MBA2 candidate notes; Collaboration tools for recruitment team</i>	<i>Online job postings; MultiPost™ to multiple schools at once; JobMatch™</i>	<i>MBA1 candidates notes; Collaboration tools for recruitment team</i>	<i>1-to-1 email tools to send internship offers</i>	<i>1-to-1 email tools to send internship offers</i>	<i>Online OCR requests</i>	<i>Connections Conference; Industry-specific Focus Forums;</i>

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