PERC (Period of Employers Recruiting on Campus) FAQs

Questions
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Answers

Do I have to conduct my event during PERC?
The PERC weeks are dedicated times during the semester when employers can come on campus. PERC is heavily advertised as a major event, starting at Orientation in August, so students know this is the key time during the semester to meet many employers. Therefore, it is strongly preferred that employers conduct recruiting during PERC as they get the most visibility among students. Individual events at random times may not get as much attention with all the other activities at HGSE.

What kinds of events can I do during PERC?
Employers can conduct information sessions, interviews or more informal office hours.

Information sessions - Conduct a one-hour presentation to students about your organization. Usually employers present for about 20-25 minutes and have Q&A with students the remainder of the time.

Informal office hours - Offer availability on campus for 1:1 or small group informal drop-in conversations with students to discuss your organization's work and career paths, give advice on applying to jobs and advise students on where their skills and interest might fit.

Interviews - Set up a schedule for formal job interviews for open positions at your organization. Schedules can either be open (any student can submit their resume and sign up for a time slot) or preselect (students submit resumes by a deadline for employer selection; invited students will be able to sign up for a time slot).

How do I request an event?
Contact CSO if you are interested in setting up a recruiting event. You can submit a request through the Ask HGSE feature on the HGSE Hub online community.

Do I need to reserve space for my event?
No, CSO handles this.

Will I get tech support for my event?
Yes, we always request tech support for our events, so you can show a PowerPoint, video or a website.

Can I offer food at my recruiting event?
Yes. If your event is in one of HGSE's event spaces (Eliot Lyman room, Gutman Conference Center, etc.), you must use HGSE's caterer. Popular options include pizzas, cookies, coffee/tea, cheese and crackers, and more. All catering orders should be placed at least **two business days before** your event. If your event is in a classroom or small meeting room, you may use outside vendors if the retail value of the product is less than $100. Ask CSO what kind of space your event will be in.

View nearby restaurants here – our address is 13 Appian Way, Cambridge, MA if you want to search for restaurants close by.

How can I increase attendance at my event?
We suggest you reach out to students through the HGSE Hub to invite them to attend. Many students may not have heard of your organization. They also might be more inclined to attend a PERC event if they are contacted personally by an employer.

Can I access student resumes in advance of my event?
Yes, you can view resumes that students upload to their HGSE Hub profile. If you see a student of interest, you can email them from the address in their resume or direct message them through the Hub. Go into their profile and click the Message button. We strongly suggest that you proactively reach out to students to encourage them to apply to your positions, arrange conversations or invite them to your recruiting event.

Can I search for student resumes and profiles by functions or industry?
Yes, on Hub, we have search filters for members. Go to the Discover tab, select Members and search by geography, students' industry interest and students' role interest. You can also access industry/function sector groups on the Hub to communicate directly with interested candidates.

How does CSO advertise events?
Through various means:
- Events listing on our Hub site
- CSO office website front page
- HGSE's school-wide online events calendar
- CSO's Student Advisory Board which sends events to individual program cohorts
- Posters in the library

We also email students directly who indicated interest in functions/sectors related to the event. Finally, we advertise to the other career centers at the various Harvard schools.