Hello,

This is the time of year when students start to consider applying for jobs. Regardless of the current pandemic, schools still need teachers! You should apply to your districts of choice. Here is some information to guide your efforts:

1. **Letter of Intent to Certify** - Until you are certified, you may provide the Letter of Intent to Certify (attached to this email) to your potential employer.

   If you would like a letter prepared with your specific testing information to use with all districts, please email oep@txstate.edu and include your TEA ID# and your request for an updated Letter of Intent.

2. **Resume** - **Upload your resume** to the Career Services “Jobs4Cats” site. Be sure to highlight any roles and responsibilities you have had within the unique remote teaching context you have experienced this semester in your resume. Consider any skill or trait that has made you an asset during this time as something to really highlight!

   You can update resume even after uploading it. Remember to delete the old resume from Handshake and upload your new one. Make sure the new resume is public.

3. **Virtual Job Fair** –

   The job fair will be virtual this year on March 30th. All student teachers are required to attend. Email communication about the job fair was sent to your Bobcat mail by Career Services. Here are some reminders.

   - Career Services will host a practice event to go over the software platform for the fair (attendance is optional but attendance is encouraged). This is a good opportunity to receive tips and learn how to navigate the virtual job fair. *(Note updated date changed from previous communications.)*

     - The **Practice Event** will be held **Tuesday, March 23rd from 5:30-6:30 PM** at this zoom link- Practice Event Link

   - **Virtual Job Fair will be on March 30th** (required interaction with 5 school districts).

     - You will need to register prior to the event in Jobs4Cats (aka Handshake).
     - Let your CT know you will be out for the virtual job fair. This day will count as part of your days for student teaching and we will pull info from Career Services to monitor attendance.
     - Career Services has sent out emails with information on how to sign up for the fair. Registration and Sign Up for Session Link
We know you are working hard this semester and we are excited for all the opportunities that await you at the job fair!

Thanks,

Patricia Rocha, PhD
Director, Office of Educator Preparation
College of Education
Texas State University