



Missouri Natural Resources Conference February 2-4, 2021 Virtual Event

LIVE CAREER EXPO INFORMATION

Please find details for participating in the Live Job Fair and Career Expo on
February 4 from 1:00 PM - 3:30 PM.

1. Join the event through Google Chrome

Information has been sent via email to registrants with instructions on accessing the online platform. If you have registered and did not receive the email, please contact kyle.francka@usda.gov.

2. Listen in on the presentation on Resume Development and Interview Skills from 1:00 PM – 2:00 PM
 - Go to the **Agenda** tab on the online platform
 - Find the “Resume Development and Interview Skills” session and select it
 - Once selected, the live stream will show (Note: the live stream will not become available until three minutes prior to the session start time)
3. Join in on the live session with agency booths, open networking, and resume review from 2:00 PM - 3:30 PM.
 - To join the LIVE session:
 - Select the **LIVE Career Expo** tab within the online platform (only open during the session time, refresh your page if you do not see it listed)
 - First time you join: select “accept all” website cookies, enable camera and microphone, allow wonder.me to use microphone and camera, input your name and take your photo, select next, indicate yes or no to sound, indicate yes or no to microphone, join the room.
 - Once you are in the room, you will see gray boxes with either the agency booth name, open networking room, or resume review room. Click and hold your cursor to move around to the box you would like to join. You will see the volunteer or agency rep bubbles. When you hover next to one of their bubbles, you will be automatically connected via webcam to chat live.
 - Transitions will happen every 10 minutes, once the room is locked you will have to wait to join until the time is up. Be sure to visit the agency booths when you are not in a resume review or open networking session!
 - View additional instructions and details on the next page.

Instructions and Details for Each “Room”

Resume Review - get the scoop on producing a solid resume!

- Be sure to have your resume prepared within a Google Drive document to share with reviewers.
- Once you are in the session working with the reviewer, you will follow the below steps to share the Google Drive link:
 - Hoover over the reviewer’s name and select “message”
 - Copy and paste shareable Google Drive link and send to the reviewer



Open Networking – Talk directly with professionals and other attendees about their careers, how they got to where they are, and anything else that can be squeezed into the time allotted!

Agency Booths – Visit with the agency booths to network and make connections with those leading in the field! Check out their profiles under the **Career Expo Booths** tab within the online platform.

Other Job Postings – Be sure to also check out the other agency job postings in the **Career Expo Booths** tab within the online platform!