

**MSEP Virtual Hiring Fair**  
March 10, 2021 • 11 a.m.-3 p.m. EST

**Navigate to Success:**  
Claim Your Space in Today's Workplace

## Tips for Military Spouses to Navigate the Virtual Hiring Fair

Join the event any time between 11 a.m. and 3 p.m. EST by logging in to the hiring fair platform at <https://msephire.vfairs.com/>. Whether you join for 30 minutes or the full four hours, you can make meaningful connections with MSEP employers.

### Navigating to an Employer

- Once you are logged in, you will arrive in the exhibit hall.
- Hover over the arrows in the exhibit hall on the left and right side of the screen.
- You can also scroll through the list of employers under Employer's Index in the bottom left corner of the screen.
- If you have an employer in mind, search for the employer by name using the search bar at the top of the screen.
- Once you find an employer you are interested in, click on the booth graphic or the name of the employer in the list to enter the employer's booth.

### Explore Employer Offerings

- Within an employer's booth, learn more about their company or organization by browsing their description, videos, documents or links.
- You can click on employers' booth posters to explore and learn more.

## Apply for a Job

- Browse an employer's available jobs by clicking Job Vacancies when inside their booth. Click View Details to learn more.
- Within View Details, you will most likely be redirected to the organization's site or the Job Bank where you can apply for the position.
- If you want to view all jobs available at once, click Jobs in the navigation bar at the top of the screen within the exhibit hall. You can search keywords or filter by location to find the best fit for you.

## Chat with an Employer

- Inside an employer's booth, click Chat to open your chat window.
- Hover over the employer representative names under Booth Reps Online and click Chat Now to start a direct conversation.
- You can also start or join a conversation within the employer's group by joining the employer's chatroom, listed on the left side of your chat window.

## Need Assistance?

- Check out the Info Desk to visit the MSEP specialist booth, SECO career coaches booth, Military OneSource booth and technical assistance booth.
- Chat with a representative from one or all of these booths for help.
  - ▶ MSEP specialist booth – chat with a specialist if you are unsure of what organizations have positions in your industry or location. The specialist can help direct you to the right booth.
  - ▶ SECO career coaches booth – a SECO career coach will be available for last-minute pointers in chatting with an employer, as well as sharing all the resources a coach can provide you in your search for employment.
  - ▶ Military OneSource booth – a consultant can provide information on Military OneSource's wide range of support and services available to you.
  - ▶ Technical assistance booth – booth representatives can help with any technical issues that arise.

