



Thank you for your interest in recruiting UMBC students and alumni.

The UMBC Career Center wants to make it easier for its employers to connect with UMBC talent. That's why we partnered with Handshake — a free, online job and internship database. To post your position(s), connect with candidates, and promote your recruiting events in Handshake, please follow the instructions listed below:

1. Create your user account

To establish your user account, visit:

https://app.joinhandshake.com/employer_registrations/new

2. Join your existing company on Handshake, or create a new one

If your organization already exists in Handshake, it will auto-populate based on the email domain used for your account. If your organization does not yet exist, you will see the option to create a new one. You can learn more about the new company creation process [here](#):

<https://support.joinhandshake.com/hc/en-us/articles/219133057-How-do-I-create-a-company-profile->

3. Connect with UMBC

Select University of Maryland Baltimore County (UMBC) when you are prompted to connect with universities in Handshake. Once we receive your request to connect with us, we will need to approve your request. New account requests are reviewed and processed within one business day.

4. Post your opportunities

Once your connection request has been approved, you can begin posting your opportunities and connecting with UMBC students in Handshake. For more information on posting in Handshake, visit [here](#):

<https://support.joinhandshake.com/hc/en-us/articles/218693198-How-do-I-post-a-job->

5. Promote your recruitment events

Boost promotion of your posted opportunities by hosting recruitment events with UMBC candidates. Your organization can create and request both in-person and virtual events directly in Handshake. Once submitted and approved, your event will be visible to UMBC candidates. For detailed instructions on how to request an event in Handshake, visit [here](#):

<https://support.joinhandshake.com/hc/en-us/articles/360001027648>