

## Registration for [Annual Meetings registration process](#) . Registr

The Annual Meetings Employment Center will provide employers and job candidates with interview facilities, a message service, current job listings, and candidate credentials for review.

### Location and Hours of Operation

November 16–19, 2012  
Grand Ballroom, South Building  
McCormick Place Convention Center, Chicago, IL

Friday, November 16 7:00 PM (19.00h) – 9:00 PM (21.00h)  
Saturday, November 17 8:00 AM (8.00h) – 7:00 PM (19.00h)  
Sunday, November 18 8:00 AM (8.00h) – 7:00 PM (19.00h)  
Monday, November 19 8:00 AM (8.00h) – 7:00 PM (19.00h)

### Candidate Services

All registered candidates receive:

- Annual Meetings edition of *Employment Listings*.
- Opportunity to submit a CV for employer review.
- Access to the Employment Center message system to send and receive confidential communication with registered employers.

All candidates have the option of submitting a CV to the Employment Center. The submission system opens August 15. Candidates who would like their CVs accessible at the Employment Center must be registered by October 24.

Organized by job classification, the online CVs are available to employers electronically beginning August 15, 2012, through February 15, 2013, and onsite at the Annual Meetings Employment Center.

Please [click here](#) for more information.

## Candidate Fees

- Preregistration: \$25
- Onsite registration: \$50

## Employer Services

All registered employers receive:

- Use of the Interview Hall and the ability to invite any Annual Meetings registrant to an interview.
- Placement of job advertisement in the Annual Meetings edition of *Employment Listings*, available onsite to all candidates.
- Icon next to online advertisement indicating that the position is registered for the Employment Center.
- Access to candidate credentials at the Employment Center and online August 15, 2012, through February 15, 2013.
- Access to the Employment Center message system to send and receive confidential communication with registered candidates.
- Ability to reserve a Private Interview Room for an additional fee.\*

*\*Employers who register onsite will not be able to reserve Private Interview Rooms or Interview Hall space prior to arriving onsite.*

## Employer Fees

- First job: \$275 (\$325 onsite)
- Each additional job: \$60 (\$85 onsite)

## Advertising a Job

In order to ensure the widest possible pool of candidates, all jobs registered with the Employment Center must be advertised for at least 30 days in the September, October, or November issue of the online *Employment Listings*. The fee for the advertisement is not included in the Employment Center registration fee. To place an ad, [click here](#)

## Registration

Employment Center registration for candidates is currently open through the [Annual Meetings registration system](#). Employers will register for the 2012 Employment Center starting August 1, 2012. Registration for both employers and candidates closes on October 24.

## Questions?

[http://www.aarweb.org/Programs/Career\\_Services/Employment\\_Center](http://www.aarweb.org/Programs/Career_Services/Employment_Center)

Phone: 1-404-727-3059

E-mail: This e-mail address is being protected from spambots. You need JavaScript enabled to view it

## Employment Center Hours of Service

Friday, November 16.....7:00 PM–9:00 PM

Saturday, November 17.....8:00 AM–7:00 PM

Sunday, November 18.....8:00 AM–7:00 PM

Monday, November 19.....8:00 AM–7:00 PM