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**CAM Program Student FAQs 2019**

**What is the CAM program?**

The Career Advisor for MMS (CAM) program is designed to help MMS students improve networking and interviewing skills by connecting you with Fuqua alumni across a variety of fields. The program requires MMS students to conduct at least two meetings with your CAM:

* One 45 minute pitch / informational interview session (before October 15)
* One optional 45 minute mock interview (before October 25)

**Who are the CAMs?**

CAMs are MMS alumni from 2010 - 2016. Some of our CAMs may also include Daytime MBA alums from 2008 – 2017.

**Do I get to choose my CAM?**

No, you will be assigned a CAM. You will take a survey to express your industry preferences in order to match you with a CAM in your desired career field.

**How will I communicate with my CAM?**

* It is **your**responsibility to initiate contact for the meetings with your CAM
* All communication will take place through email and Skype
* Once you have received your CAM assignment, you should reach out to your CAM to schedule meeting times
* You should send your resume to your CAM before the first Skype session

**What will the meetings with my CAM be like?**

How you actually choose to format your meetings is to be determined by you and your CAM. Some ideas include:

* Ask your CAMs to pretend to be a contact from a particular company/industry for the mock interview
* Discuss with your CAM what sort of questions should be expected in a particular type of interview and then conduct the mock interview accordingly

Things that are **NOT** acceptable to ask your CAM:

* For his/her assistance in finding you a job at his/her firm
* For additional time if you are late for meetings
* For a list of his/her personal contacts
* Any questions about visas and sponsorship

**What do I do if I have trouble contacting or scheduling sessions with my CAM?**

If you do not receive a response after your initial email to your CAM, try sending a friendly follow-up email after four days. In the unlikely event that you have difficulty contacting your CAM or you can’t find a mutually agreeable time for your meetings, please let [Taryn Cavanaugh](mailto:taryn.cavanaugh@duke.edu) know as soon as possible.

**What happens if I have to cancel a meeting with my CAM?**

Please remember that your CAM is a working professional who has graciously volunteered his/her time to help you, so we ask that you honor a **48 hour cancellation policy.** You should reschedule as soon as possible.

**How should I prepare for the networking strategy session?**

You should plan to spend the first part of your meeting building rapport and getting to know your CAM. You should prepare topics and questions to discuss. The student should drive the conversation during this meeting, not the CAM. Topics discussed will depend on student need, but some ideas are included below:

* Measurable goals for networking
* Social media usage (specifically LinkedIn)
* Small talk tips
* Informational interviewing
* Industry research

**How should I prepare for the mock interview session?**

You can ask your CAM to be specific for your mock interview (ex: an analyst position at an investment bank) or you can make it a more generic, behavioral-based interview. Talk with your CAM and decide what will be most helpful for you before your mock interview date so that both of you can come prepared. If you want your CAM to grill you with technical questions or treat it as a case, make sure you’re on the same page.

**How do I make the most out of the CAM program?**

* ***Do your homework***– Before your networking session, check out the company for whom your CAM works, visit your CAM’s LinkedIn profile, look into overall industry trends, and then ask questions that show you have invested time preparing for the meeting. Tailor questions specifically relating to his or her work or industry, so that you can best optimize your time.
* ***Identify your own connections and make it easy for your CAM to help connect, if offered*** – Don’t expect your CAM to do all the “heavy lifting” of making connections for you, but also don’t be afraid to ask your CAM for advice on who else (other alumni, colleagues) you should be looking to connect with.
* ***Use your CAM to learn about an industry, company, and job roles*** – Don’t use your CAM simply to try and get a job. These alumni have volunteered their time to help teach you about networking, what kind of work goes on in their industries, and how to really shine in interviews.
* ***Acknowledge your CAM’s advice and listen to them*** – When your CAM gives you advice, **take it!** These alumni are successful business men and women who know what it takes to “make it” in the business world.

**Any other advice?**

* Keep all communication formal, professional, and respectful
* Always arrive for meetings on time **(which means be early!)**
* Be respectful of your CAM’s time (a 45 minute meeting means just that, not an hour long)
* Thank the CAM for his/her time at the end of each meeting
* Send a follow up thank you email after the mock interview

**If you have any questions regarding the CAM program, contact** [**Taryn Cavanaugh**](mailto:taryn.cavanaugh@duke.edu)