

Career Fair Participants:

We are delighted that you will be joining us for our Career Fair on Wednesday, February 17, 2010.

PARKING:

Please plan to arrive between 8:00 and 8:30. Upon arrival, please park in the fenced lot across the street from the school on Chestnut Street. The numbered spaces around the building are assigned to our staff and students. Our Marine ROTC cadets will be on hand to escort you to the gym and assist you with anything you need.

FOOD:

As a small token of our appreciation for your involvement in this activity, Communities in Schools will provide a continental breakfast for you while you set up your table.

WHAT I NEED TO KNOW:

Please let me know by February 8 the number of tables that you will need. There is a limited number of electrical outlets available. Please let me know if you need one. You will need to bring extension cords. We do not have funds for tablecloths, so if you wish to pretty up your table you may bring one.

WHAT TO EXPECT:

Students will begin arriving at 8:40. They will be brought in by their classroom teachers at assigned times throughout the morning. Students will be free to circulate throughout the gym and stop to talk about the careers of interest to them. The last group of students will leave the gym by noon.

Some questions that might be asked of you: careers available in your company or your field; nature of the work; working conditions; employment outlook; training (high school and post-secondary); how you use Math, Science, English, etc. from high school in your everyday work; earnings potential; what you do in a typical day; what you look for in an employee (**please stress integrity, punctuality, attendance, dress and appearance, etiquette, etc.**) PLEASE BE BRUTALLY HONEST. I realize that all of these topics don't apply to all of you, but it will give you an idea of what to expect.

Keep in mind that these are high school students and are very visually oriented. You are welcome to bring Power Point presentations, videos, hand-outs, freebies, Science experiments, tools of the trade, hands-on activities, gizmos and anything else that you can think of to attract the attention of the students. If you have items to give away, I suggest that you have a way for the students to "earn" them rather than just walk by and grab them.

PRIZE DRAWINGS:

Each of you will receive 10 "Pride Cards". These will be used to reward students who have been especially impressive to you—particularly interested in your field, asking in depth questions, etc. Those students will be entered into a drawing for special prizes. **We**

are in desperate need of items for the drawings. If you have items that you would like to donate for the drawing (small or large), they would be greatly appreciated.

IF YOU NEED ME:

Once again, thank you for being a part of this endeavor. I hope that the day will be beneficial to you and to the students. If you have any further questions, feel free to contact me at 336-819-2825 ext.2210 or autryk@gcsnc.com. The morning of the Career Fair, I can be reached on my cell at 336-688-4977.

MORE SNOW?

In case of inclement weather, tune in to the local TV stations for delays or closings and picture me at home pulling my hair out! In case of a delayed opening, Career Fair will be postponed until ??????????

I look forward to seeing you.

Kathy S. Autry, CFE
Career Development Coordinator