

Lonnie H Baxley Jr

From: Parks, Cynthia [parksc@gcsnc.com]
Sent: Tuesday, September 08, 2009 3:27 PM
To: 'millie.langley@nc.nacdnet.net'; 'Kishaa Dosunmu'; 'Thompson, Brett M SFC NG NG NGB'; 'Marty Cooper'; 'lhbaxley@ieee.org'; 'Sandy Allen'; 'kendeandriver@yahoo.com'; 'fpinnix@psfd.com'; 'danny@outofourmindsstudios.com'; 'Jeff Faircloth'
Subject: Career Fair at Southern Guilford High School

Southern Guilford High School

5700 Drake Road
Greensboro, NC 27406
(336) 674-4250

Dear Volunteer,

Thank you for donating your time to help educate students about your career. Here are some ideas that can help with the preparation for Career Day on **October 28th**. You will be set up in the gymnasium at **9:00 and the students will have an opportunity to visit your table from 9:30 – 11:45.**

Please wear what you wear on your job. Tools, pictures, and sample products really help students get a better understanding of your career.

If possible, please demonstrate your art, trade or use students to set up a mock office or assembly line, etc.

Subjects that students might be interested in

How is your career / job / talent useful to our community or country?

Do you work alone or with others in a team? Do you have to “get along with others” to do your job well?

Do you work with machines, people, and / or ideas?

Do you work inside or outside? Describe your work setting.

Do you use your own ideas in your job?

How are your products used by others?

Are you the only person at your place of work doing your job? Is your job rare? Is your job found in most communities?

What skill area do you use most often?

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|-----------------|-----------------------|------------------|
| Reading | Critical Thinking | Science |
| Spelling | Math | Library Research |
| Writing | Hand-eye Coordination | Problem Solving |
| Visual Memory | Rhythm | Auditory Memory |
| Art | Decision Making | Listening Skills |
| Public Speaking | | |

Do you work days or nights? Do you keep the same hours?

Do many people see your job being done?

Do you work in one place or do you travel? Does your family travel with you sometimes? Does your family have to move often because of your work?

Do you need special skills or talents to do your job? Did you have to go to a special school, take extra courses, or spend many years in school to do your job?

Does this job lead to different jobs in the future?

Did you know about this job when you were in Middle or High School?

What did you want to be when you were young?

How did you get interested in your field of work? How did you find out about your job?

Is there any risk in your work? How does your business/ company handle emergencies? Are there any safety rules that you *HAVE* to follow?

Do you drive a special vehicle? Do you wear special clothing or safety equipment?

What are the tools, machines, or items you use most on your job (pencil, typewriter, telephone, computer, specialized chair, tests, etc.)?

Are you paid by the week, month, or for the job / product made?

What do you like best about your job? Is there anything you would like to change if you could?

What characteristics does a person need to do your job?

Leadership	Independent Spirit	Bodily Strength
Responsible	Quick-Thinking	Efficient
Good Health	Cooperative	Sense of Organization
Easy Going	Diplomacy	Aggressive
Assertive	Confident	Decisiveness
Trust-Worthy	Dependable	

Once again, thank you for your dedication to enhancing children's education.

We are looking forward to seeing you on **October 28th** at 9:00.

You are scheduled to set up in our gym at 9:00. The students will begin coming to the gym from 9:30- 11:45 and will be able to stop by your table and ask questions about your career.

If you have any questions please call me at work at 674-4250 or at home at 854-6098.

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Cynthia Parks
Southern Guilford High School
11th Grade Counselor

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