

Service High School

CAREER FAIR

5577 Abbott Road
Anchorage, AK 99507
Fax: 742-8107

Thursday, February 9, 2012

TIMES: Presentations: 7:30am - 2:00pm (approximately 50 min. ea.)
Booths: 8:30am – 1:00pm (Set-up starting 7:30am)

WHERE: Service High School, 5577 Abbott Road
Classrooms (individual presentations) & Cafeteria (booths)

Service High School respectfully asks you to join us again for the 10th Annual Career and Job Fair. This is now an expected event at Service High. Again, YOU, the presenters, are in the spotlight, and are the major contributors offering information about career, experiences and education choices that interest students.

The cafeteria is the site for the ‘booth’ portion of the fair, with tables set up around its perimeter.

Individual Presentations are held in classrooms according to the day’s schedule. Presenters let us know the period they wish to present. The school posts schedules of the presentations for students choose their interest area(s).

Presenters can bring their own laptop or use teacher’s computers and access the internet. Most classrooms have DVD and Internet technology with Smart-Boards.

Demonstrations and ‘hands on’ opportunities, as always, are encouraged and a great way to engage a group of students in a 50 minute classroom setting. We want you to share your stories that bring ‘to life’ experiences of how you entered your career, faced challenges, and planned your course.

We hope you will consider being part of our Career Fair this year. Please indicate your level of participation by completing the information sign-up sheet following this letter. This form is where you will advise us how we can provide assistance in your participation.

There are NO FEES for this event. Breakfast snacks and lunch will be provided for presenters. We hope you will join us and thank you in advance, for being part of this event. Contact:

GayLee Erickson 742-6554
Carlene Hockema 742-6568
Yuko Benedetti 742-8168
Sarah Hill 742-6565

Erickson_Gay@asdk12.org
Hockema_Carlene@asdk12.org
Benedetti_Yuko@asdk12.org
Hill_Sarah@asdk12.org

FAX 742-8107

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Thursday, February 9, 2012**

Please fax information to 742-8107

or e-mail to one of the following addresses below:

Erickson_Gay@asdk12.org, Benedetti_Yuko@asdk12.org (Career Resource Center)

Please indicate all that apply

<p align="center"><u>Presentation(s)</u></p> <p>Total number of classroom presentations: _____</p> <p>Presentations for classes of 20-35 students: Approximately 45 minutes long by the time students are settled into class (schedule below).</p> <p>Classrooms have Smart-Boards for online access or your DVD/PowerPoint presentation. Stories, anecdotes, visuals are recommended.</p> <p align="center">Please check class period preference(s) for presentation(s) below:</p> <p><u>Your preference: Class Schedule Presentations</u></p> <p>____ Period 1 7:30 - 8:25 ____ Period 2 8:30 - 9:25 ____ Period 3 9:30 - 10:25 ____ Period 4 10:30 - 11:25 Students' Lunch 11:25 - 12:10 ____ Period 5 12:10 - 1:00 ____ Period 6 1:07 - 2:00</p>	<p align="center"><u>Booth</u></p> <p>_____ I would like a booth in the cafeteria</p> <p>Access for set-up begins at 7 a.m. Students will start arriving at 8:30 a.m. and end at 1pm. Tables are 2.5' x 5' and will be set up in the cafeteria.</p> <p>_____ I need access to an outlet (we are unable to provide any other equipment for booths in the cafeteria)</p>
	<p align="center"><u>Parking</u></p> <p align="center">Visitor Parking is on the West side of the school near the pool. Please DO NOT park on the North side (by the gym). This is the bus staging area and can only be used when loading for set-up and tear-down.</p>

_____ I am interested in participating in the Fair but would like to discuss my presentation. Please call me at this number:

If doing a classroom presentation, please give a brief explanation of the important points of your presentation that we can use as description

Organization or Company Name _____ Mailing Address _____
 Coordinator and/or Presenters' or principle attendees' name(s) and contact information:

Name 1) _____ Name 2) _____

Phone: _____ FAX: _____ Phone: _____ FAX: _____

Email: _____ Email: _____