



January, 2019

Dear Community Partner,

As School Counselors for the Scott County Catholic Schools, we work with our K-8 students to help them develop 21st century skills in three primary domains: academic, personal/social and career. We are asking for your help, as we begin preparing for our 8th annual career fair which will be Friday, March 8, 2019 in the Rogalski Center at St. Ambrose University.

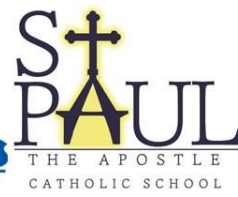
We would like to extend the opportunity for area businesses, employers, colleges and universities, health care professionals, law enforcement agencies and various career-related organizations to join us in educating our eighth grade students about the numerous employment opportunities available to them.

Presenters are asked for a time commitment of 8:15 am-2:00 pm. We ask you to prepare a booth with information about your career (job duties, professional expectations, hours, required education/training, technology, general salary range, likes and dislikes, etc). The students enjoy hands-on activities so anything you wish to do or bring that is interactive is most appreciated. The students will rotate in groups and complete a career questionnaire about each booth they visit. A thank you lunch for all presenters will be provided. All presenters are invited to join us for the celebration of Mass at 1:15 in the Christ the King Chapel on campus.

If you are interested in being a presenter at the career fair, please fill out the enclosed registration form and return it to one of the counselors at any of the schools listed below. All registration forms must be received no later than Jan. 21, 2019. Thank you so much for your time and consideration. We look forward to working with you soon!

Sincerely,

Meecheeca McNeal	Anna Schott	Leigh Johnson	Amy Tallman
All Saints Counselor	JFK Counselor	Lourdes Counselor	St. Paul Counselor



No, I am unable to attend. I recommend contacting the following person:

Name _____ Phone _____

I will attend the Career Fair on Friday March 8, 2019.

Career Field/Occupation _____

Business Name or Place of Employment _____

Name _____

Address _____

City, State, Zip _____

Email _____

Day Phone _____

One 6 foot table and two chairs will be provided. Please indicate any of the following additional items you will require:

Electricity – Please plan to bring your own extension cords and power strip.

Additional table(s) – How many? _____

Special needs – This site is accessible to persons with disabilities. Please list any accommodations you may require: _____

Name to appear on sign: _____

Company to appear on sign: _____

Please return to:

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