



Dear Business Partners of Black River Falls School District,

Please save this date: **May 4, 2018** for the **Career Fair and Community Wide Job Fair!** This event will be put on by the Black River Area Chamber of Commerce, Department of Workforce Development and the Black River Falls Middle School. We appreciate your partnership on this day to both help grow your current work force, and that of the future.

**Tentative Schedule:**

- 10:30pm-12:30pm – 8<sup>th</sup> Grade Career Fair
- 12:30pm-1:00pm – Lunch for Employers
- 1:00pm-5:30pm – Community Wide Job Fair

*\*The district will provide lunch and snacks for all folks running a booth.*

**Career Fair**

Our main objective is to provide the opportunity for you to connect with future employees and future leaders in our community. We are hoping to help grow your pipeline of future workers by raising awareness of your business and career field. We encourage you to tailor your booth at the career fair to provide experiences to engage 13-14-year-old 8<sup>th</sup> grade students, such as:

- Hands on experience or simulation if possible
- Samples of the products your company makes
- Samples of the tools, machines, programs, that are used within your business
- Demonstration
- Interactive options such as a Day in the Life video or power point
- Information on schooling needed, career options, skills required, etc.

At the Black River Falls Middle School, we are striving to provide students with a wide variety of experiences in various work places as part of their Academic and Career Plan. We had huge success earlier this winter with our Community-wide 8<sup>th</sup> Grade Job Shadow, and hope to provide yet another opportunity for you to connect with future workers and grow their knowledge about your career field.

**Job Fair**

Our main objective here is to provide the opportunity for you to recruit for current and future open positions. You might decide to bring other items to draw in potential employees during the Job Fair portion. We recognize we have workforce needs in our area and are committed to partner with you to help you connect with adult job seekers.

If you are interested in participating, please fill out the Registration form at this link: <https://qoo.gl/forms/Wp0qjIRPdXFIDGG2> or the attached paper form.

**Please return by April 6<sup>th</sup> to be included in publicity and promotional materials.**

Thank you for your partnership,  
*Amanda Gunn*  
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