



Member of the Prince George's Chamber of Commerce

CAREER DAY & COLLEGE EXPO – MAY 1, 2012

@ Gwynn Park High School

13800 Brandywine Road • Brandywine, Maryland 20613

The Gwynn Park PTSO is hosting a Career Day & Expo on **May 1, 2012** from 8:00 a.m. until 1:30 p.m. for the students of Gwynn Park High School in Brandywine, MD and would like to extend an invitation to you or your designee to participate.

Education is a lifelong process in which an individual's future career choice will be influenced by events that occur, knowledge gained, and skills learned, it is never too early to start. Our students are preparing for their future. This year's Career Day & Expo will help nurture our student's dreams about what to become and foster the seeds of their interests until they blossom into fully-fledged goals. Career Day is an educational, **fun-filled day** in which the students will participate in career related activities. Students will be able to hear guest speakers share a wide variety of careers and occupations. Our goals for Career Day include: helping our students to identify a wider variety of career paths, connecting school subjects to career knowledge, linking skills to specific careers, defying stereotypical career paths, and exploring career goal setting.

As a member of the community, you may assist us in reaching our goals by sharing information about careers and opportunities within your organization with small groups of our students.

The Gwynn Park PTSO would like you to volunteer some time to visit us on May 1st and share your career with our students. Volunteers from all areas of the work force are welcome! Please don't feel as if you have to have a high-profile position in order to be of interest to our students as all careers make the world go round. **We would like for some speakers to set up table top exhibits and some speakers to rotate amongst classrooms. There is a growing interest in a variety of careers, such as: computer graphics, automotive, science related careers, music, cosmetology, innovative technologies, business leaders, etc.**

We would also like it if any area businesses have job openings or internship opportunities -- to interview students on site. Part of the expo area will be set up for interviews. Please remember that the students are your future workforce!

If you or someone you know would be interested in volunteering his/her time, please RSVP before **March 30th**. Please fill out the attached form and return it to the Gwynn Park PTSO and someone will contact you. Thank you in advance for supporting our students.

Cheryl Jamall

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Gwynn Park PTSO Career Day & College Expo Response Form
@ Gwynn Park High School-- RSVP before March 30th
Tuesday, May 1, 2012
8:00 a.m. – 1:30 p.m.

Name: _____

Organization/Company: _____

Position/Title: _____

Career(s)/Information you will discuss: _____

Contact Number: _____

Mailing Address: _____

City _____ State _____ Zip _____

Contact Email _____

_____ I will be able to attend from 8:30 a.m. until 1:30 p.m.

_____ I will only be able to attend from _____ until _____.

_____ I will be able to set up a table top exhibit from 8:00 a.m. until 1:00 p.m.
Please list any additional presenters that will accompany you and the career(s)/
information each will cover.

Audio Visual Equipment: (i.e. LCD, VCR, Internet, etc). Please list below.

Our presenters will be split moving from class to class and/or displaying in the
career expo. If you need special accommodations (i.e. 1st floor only or remain
stationary in one room because of equipment), please list the accommodations
you need here:

Please email to: events@gwynnparkptso.com.

www.gwynnparkptso.com

Suggested Brief for Career Day Speakers

Our Career Day will include approximately 20 - 30 sessions in classrooms of 30 to 40 students each. Your presentation should last between 15 and 25 minutes with a question and answer period at the end of your presentation. If possible, please include actual tools of your trade or pictures of your work in your presentation. **Students like visuals and interactive presentations. Any giveaways would be appreciated!**

Please feel free to use the following suggested outline to help you prepare for your presentation.

Occupation

- Definition
- Nature of Work
- Advantages and Disadvantages
- Places of Employment

Profile of Employees and Occupation(s)

- Numbers
- Skills
- Tests for entering occupation
- Legislation affecting occupation

Qualifications/Requirements

- Age
- Skills
- Tests for entering occupation

Preparation Needed

- General Education
- College Education
- Special Training

Opportunities for Advancement

- Earnings – beginning, average and maximum wage ranges
- Fringe benefits
- Other information

Working Conditions

- Hours
- Regularity of Employment
- Health/Safety Issues
- Other

Which of the following do I use in my job/career?

- Science/Math
- Reading/ Writing
- Government
- Computer Technology
- Foreign Language Other subject areas
- Arts
- Communications skills
- Decision making skills

Other Information

- Being on time and being reliable
- Completion of assignments
- Follow-up
- Attitude and Social skills

Questions and answers

www.gwynnparktpso.com