

2017 Employment and Job Skills Fair Information Packet



The Greater Bloomington Chamber of Commerce's Franklin Initiative will be hosting its annual **Employment and Job Skills Fair** on **Tuesday, April 18th** from **8:00am-12:00pm** at **Hoosier Energy (2501 Cooperative Way, Bloomington, IN 47403)**.

This Employment and Job Skills Fair will be attended by Monroe County juniors and seniors. We are seeking to have 25 local organizations to be represented at this event. We are looking for local employers with any of the following opportunities that would be available to current high school students and soon-to-be high school graduates.

- | | |
|------------------------|----------------------------|
| a. Full-time positions | d. Apprenticeships |
| b. Part-time positions | e. Volunteer Opportunities |
| c. Internships | f. Summer programs |

Set-up for employers will start at 8:00am on the day of the Fair, with the first group of candidates arriving at 8:45am. Groups of candidates will be arriving in 3 shifts (8:45am-10:00am, 9:45am-11:00am, and 10:45am-12:00pm). **We ask that organizations have representatives present for all three shifts.** You may decorate your table as you wish, and are encouraged to provide any additional materials, literature, displays, etc. that help convey your business.

Students from 7 area schools (Edgewood High School, Bloomington High School North, Bloomington High School South, The Academy of Science and Entrepreneurship, the Bloomington Graduation School, Hoosier Hills Career Center, and MCCSC Adult Education) will be attending this event. Many student candidates will have completed a résumé and will bring it with them. If you require additional information or prefer to have candidates complete your own application forms, please have a supply of those forms on-hand.

There is no cost to attend this event. If you are interested in making a reservation for a booth for this Employment Fair, **please complete the attached Employer Sign-Up Form** and return it to the Franklin Initiative at jsummer@chamberbloomington.org by **Thursday, March 2, 2017**.

I hope you will take advantage of this opportunity to interact with these potential employees and provide a real-world educational experience for these students.

If you have any questions, you may contact me at (812)336-6381, or by email at jsummer@chamberbloomington.org.

Jacob Summer

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The Greater Bloomington
Chamber of Commerce
400 West 7th Street, Suite 102
Bloomington, IN 47404
812.336.6381



2017 EMPLOYMENT AND JOB SKILLS FAIR

For High School Juniors and Seniors
Sponsored by: The Chamber's Franklin Initiative

Tuesday, April 18th, 2017, 8:45am to 12:00pm
(Table set-up starts at 8:00am)

Hosted by: Hoosier Energy (2501 Cooperative Way, Bloomington, IN 47403)

Company Name			
Contact Person			
E-Mail Address			
Telephone		Fax	
Name(s) of staff member(s) working the event:			
1.		2.	
3.		4.	
Please list the positions/internships that are (or will soon be) available with your company.			
Name/Title of Available Position	Full-time, Part-time, Internship, Volunteer, or Summer Program?	Minimum Age Required? If yes, please indicate age	High School Degree Required?
	FT___ PT___ I___ V___ SP___	Yes___ (Age ___) No___	Yes___ No___
	FT___ PT___ I___ V___ SP___	Yes___ (Age ___) No___	Yes___ No___
	FT___ PT___ I___ V___ SP___	Yes___ (Age ___) No___	Yes___ No___
Any Requests? (Extra table, table near an outlet, extension cord, etc.)			

Please return this form to: **EMAIL: jsummer@chamberbloomington.org**
Greater Bloomington Chamber of Commerce
400 West 7th St., Suite 102, Bloomington, IN 47404
PHONE: (812) 336-6381 FAX: (812) 336-0651

Thank you to our event sponsors!

