

ENERGY & MANUFACTURING YOUTH CAREER EXPO

TUESDAY, OCTOBER 24, 2017

held at

WESTERN AREA CAREER & TECHNOLOGY CENTER

688 Western Avenue • Canonsburg, PA 15317

Time: 9:30 am to 2:00 pm (Vendor set up from 8:00am to 9:00am)

September 8, 2017

Dear Employer:

On behalf of Southwest Training Services, Inc., Southwest Corner Workforce Development Board; Tri-County Oil & Gas Expo Committee; Western Area Career & Technology Center; PA CareerLink®; Washington County Manufacturers Association; Job Training for Beaver County and Employer Sponsors: Energy Transfer and Range Resources, we would like to cordially invite you to participate in the 2017 Energy & Manufacturing Youth Career Expo, on Tuesday, October 24, 2017, from 9:30 am to 2:00 pm at Western Area Career & Technology Center.

As Workforce Development professionals, we strive to provide our region's students (*High Schools in Washington, Greene and Beaver counties are invited to attend*) with meaningful experiences that will enhance their career readiness by providing them with the tools and pathways for their future. This EXPO offers students an opportunity to learn more about the various types of careers in the Energy and Manufacturing Industries. As a professional, you can directly respond to student questions regarding the types of jobs/career ladders in your industry and offer them insight on training and networking for their career choices.

Our area's youth need your help and expertise! We hope that, you too, will find the importance of this FREE event and take advantage of the opportunity to showcase your company, programs and industry to our young adults by participating. We need to educate, prepare and engage our future workforce about these career options.

Indoor and outdoor vendors, displays and hands-on activities are all encouraged. If your company/school has simulations or demonstrations or heavy equipment, trucks, cranes, etc. please consider having these onsite at this event as well.

Please **RSVP** by **Friday, September 29, 2017** by returning your completed registration form and sending it back by mail, email or fax to:

Southwest Training Services, Inc.

Attn: Kalyn Penderville

90 West Chestnut Street, Suite 150 LL • Washington, PA 15301

Email: kpenderville@swtraining.org • Fax: 724-229-1357

Thank you in advance for your commitment to our students and community and we look forward to your participation in our 2017 Energy and Manufacturing Career Expo.

Please feel free to contact us at 724-229-1350 x 244 with any questions or concerns.

Sincerely,

The 2017 Energy & Manufacturing EXPO Committee



Why participate and what will I do at the Energy & Manufacturing Youth Career Expo?

Attending this Career EXPO gives you the chance to talk face-to-face with students and share potential career paths they might otherwise not know about. These career expos are not job fairs, but rather career exploration events designed to get students engaged with employers and post-secondary institutions so that they can determine what careers they want to pursue and how they can prepare for that employment path. As a professional in these industries, you will be talking to students and possibly answering questions such as:

- Tell me about your career and how you got into the field?
- What does your typical work day look like and what type of equipment or tools do you use?
- How much money do you make?
- What was your educational path to your career?
- What high school courses were essential to your career?
- What does your company make/do?
- Does your company have any internships or job opportunities?
- What is the job outlook in your career field?

It is also a way to get your company's name out in the community.

Simulations/Demonstrations: If your company; apprenticeship program and/or school have any simulations or demonstrations that can be done at the event, please indicate on the registration form. The Career & Technology Center has various shops and outdoor space that demos can be done in or equipment can be showcased. We want this to be a hands-on event.

What do I bring?

Students love giveaways!

- Bring any relevant information or demos you may have about your field and career path.
- Bring candy—this will get students to stop and give you an opportunity to start a conversation.
- Bring business cards, visuals, and a company banner to display. Anything with your logo and company information is a great way to advertise.
- Outside equipment for students to explore and learn about.

What can I do to encourage students to come visit my booth?

Again, students love giveaways but another way to entice students is to have a visual demonstration. This gets them excited about what they are learning and hopefully will ask more and more questions. The possibilities for creativity are endless.

How many representatives can attend?

Due to spacing limitations, we would appreciate each employer/school to only bring up to 3 representatives.

Where is the EXPO located?

The EXPO will be held at:

Western Area Career & Technology Center (WACTC), 688 Western Avenue, Canonsburg, PA 15317.

Where do I park?

Career EXPO parking is available at Western Area Career & Technology Center.

When should I get there to set-up?

- Vendors will be able to begin the **set-up process at 8:00 am to 9:00 am** (continental breakfast)
- Students will begin to arrive at 9:00 am
- Career EXPO will run from 9:30 am 2:00 pm

2017 ENERGY & MANUFACTURING YOUTH CAREER EXPO

VENDOR REGISTRATION FORM

Registration Deadline: Friday September 29, 2017

____ **Our Company/School will attend** the 2017 Energy & Manufacturing Youth Career Expo

____ **Our Company/School is unable to attend** the 2017 Energy & Manufacturing Youth Career Expo

Email, Fax or Mail completed Registration Form to:

Southwest Training Services, Inc.

Attn: Kalyn Penderville

90 West Chestnut Street, Suite 150 LL • Washington, PA 15301

Email: kpenderville@swtraining.org

Fax: 724-229-1357

If you have any questions, please call 724-229-1350 x 244

COMPANY/SCHOOL/ASSOCIATION INFORMATION

(Please print)

Contact Name : _____ Job Title: _____

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

E-mail: _____ Website: _____

1. **Our Company/School/Association** would like to have a vendor booth at the event: Yes / No

Names of individuals who will be staffing the booth:

Lunch Ticket needed: Yes / No Lunch Ticket needed: Yes / No Lunch Ticket needed: Yes / No

(Continental Breakfast: (8:00am to 9:00 am) and Lunch will be provided)

2. **Our Company/School/Association** will be bringing an outside display / vehicle(s): Yes / No

Types(s) of vehicle / equipment and space needed: _____

3. **Our Company/School/Association** would be willing to help out with simulations or demonstrations: Yes / No

Type(s): _____

4. **Our Company/School/Association** would like to request special accommodations (i.e. electrical outlets/extra table), please specify: _____

(We will do our best to accommodate your needs)