



22nd Street & Winter Street Philadelphia, PA 19103-1085 (215) 988-9811

April 20, 2009

Dear Principals, Teachers, and Counselors:

It's that time again! The Learning for Life Program, a program for education, will be hosting its Annual Career Fair.

DATE: May 27, 2009
TIME: 10:00 a.m. - 12:30 p.m.
PLACE: Wachovia Center
Broad & Pattison Streets

Once again, we are inviting representatives of 100 small businesses, corporations, non-profit organizations, government agencies, colleges and trade schools to provide students with the best information on their options for the future. It is the perfect opportunity for your students to learn about summer internships, full/part-time jobs, adolescent programs and services, volunteer opportunities, and general information about many different career fields. Please be aware that this event is open to 8th through 12th graders.

For the first time, Learning for Life will be conducting Speed Interviews at our annual Career Fair. 11th and 12th grade high school students can sign up ahead of time to participate in 5 minute interviews conducted by three different types of organizations. Every student will be given an evaluation card to be filled out by the interviewer on the spot. There are only 30 spots available to 11th and 12th grade students only. First come, first serve. Please see the attached Speed Interview sheet for more information.

Please return the enclosed **RSVP** as soon as possible. **DEADLINE** for response is **May 20, 2009**. If you have any questions, please contact Tracey Johnson at (215) 988-9811 x141 or trjohnso@colbsa.org. We look forward to seeing you at this spectacular event!

Partnering in Education,

Tracey

Tracey D. Johnson
Executive, Learning for Life



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CAREER FAIR RSVP FORM FOR SCHOOLS

It is very important that this information be correct, legible and returned promptly. Only a limited number of students will be able to participate.

REPLY VIA FAX (215) 988-9839 or email us at trjohnso@colbsa.org. Please RSVP NO LATER THAN FRIDAY, MAY 22, 2009

Please Print

School _____

WILL ATTEND

WILL NOT ATTEND

(Please Circle One)

Career Fair Coordinator(s) _____

(This person(s) will be attending the Career Fair w/ students)

School Phone Number _____

School Address _____

Email _____

Total Number of students expected: _____

Number per grade:

8th _____ 9th _____ 10th _____ 11th _____ 12th _____

X _____

Signature of Teacher/
Career Fair Coordinator

Please return this form to: Tracey Johnson

2009 LFL CAREER FAIR

FAX (215)988-9839 or EMAIL trjohnso@colbsa.org

Check out our website: www.LFExplore.org



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Speed Interviews

For the first time Learning for Life will be conducting Speed Interviews at our annual Career Fair. High School students will sign up ahead of time to be interviewed by three different types of organizations for 5 minutes each. Every student will be given an evaluation card to be filled out by the interviewer on the spot.

Three different types of organizations will interview the students.

- Colleges/ Universities
- Summer Employers (will preferably be an organization that has job opportunities available but it is not mandatory.)
- Prospective Careers

This was designed to prepare high school students for real interview situations and fine tune their skills on making first impressions. There will be 3 interview sessions between 11:00am and 12:30am. **To be interviewed participating students must be dressed professionally and bring AT LEAST 3 copies of their resume.**

Because this is the first year we will be having the speed interviews we are limiting it to 30 students with 3 sign-ups per school. The first 30 names submitted will be accepted and a confirmation will follow with further instructions. Please mail or fax this sheet to Taadameka Kennedy at 215-988-9839. For more information please go to www.LFExplore.org.

We look forward to seeing you at the Career Fair!

Sincerely,

Taadameka Kennedy
Exploring Executive

Speed Interview Sign Up

School _____

Student Name _____

Grade _____ Age _____

Student Name _____

Grade _____ Age _____

Student Name _____

Grade _____ Age _____

Coordinator _____ Date _____

