

# VOLUNTEERS NEEDED!!

## Educator's Employment Fair

### *Who can volunteer?*

- Education students who are not currently seeking a position

### *What are the dates & times available for volunteering?*

- Monday, March 30 (set up) — **2-3 pm**
- Tuesday, March 31 (day of fair) — **8 am-2:30 pm**



### *Where will I be volunteering?*

- Nebraskan Student Union-2nd Floor

### *What do I get out of it?*

- An opportunity to network with School Representatives
- Learn about how a teacher fair works to prepare for your job search
- Complete a **“Volunteer Vitals”** information page that will be given to employers so they know your qualifications for future job openings

**NOTE:** The **“Volunteer Vitals”** form is on-line and can be found at the following website:

<http://www.unk.edu/offices/careerserv/edfair/index.php?id=2709>

**This form is due Monday, March 9th. Please bring it to our office.**

### *What will I be doing?*

- Greet school representatives and guide them to their appointed table
- Assist with candidate and employer check-in
- Direct questions to the Career Services Information Table
- Visit with employers who are not busy
- Deliver refreshments/lunch to school representatives
- Help with set up and tear down
- Collect student/employer evaluation forms

### *How should I dress?*

- Casual–Professional: Dress pants or skirt with comfortable shoes.