



Presenter Guidelines

Career presentations occur in multiple formats: Lunch and Learns, career pathway discussions, and career days. These events range from 25–60 minutes in duration with students from grades K–12. Please watch the required presenter webinar on the chamber website and call or email for additional assistance in preparing your session.

INTRODUCTION

3–5 minutes in length

Information might include:

- Your name, job title, & the name and location of the company you work for
- What your company does
- How long you have worked there

PRESENTATION

10–15 minutes in length

If sharing a power point or video content, bring it on a flash drive. This segment might include:

- Your work schedule & what a normal day looks like
- The setting you work in & other environments this position might exist in
- What is really enjoyable & what is challenging
- Soft skills important in your work
- High school classes relevant to your line of work
- Training/certification/post-secondary schooling needed
- Average starting salary & earning potential
- Benefits & employment outlook

ENGAGEMENT

0–15 minutes in length, depending on your timeframe.

Offer a hands-on or problem solving activity, let students handle tools of your trade, or offer a demonstration to enhance learning & retention.

Q&A

5–15 minutes depending on your timeframe

REMEMBER

Watch the required presenter webinar.

Gear your word choices to the age level of your audience and explain any words students don't appear to understand. ALWAYS USE SCHOOL APPROPRIATE LANGUAGE.

ENSURE YOUR CONTENT IS SCHOOL APPROPRIATE.

Please arrive 15 minutes prior to your event with a driver's license to check in with the building entry staff.