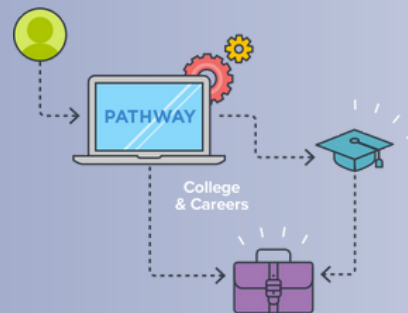


Discovering the Importance of Career Fairs



Grade Level:



9

Domain:



Academic Skills



College & Career Exploration

TIME:



45 Minutes

This lesson is designed to help students understand the benefits of attending career fairs and how they can be utilized to help guide postsecondary planning.

Objectives

Students will:

1. Learn about career fairs.
2. Determine which career fairs they are interested in attending.
3. Register for two onsite and/or virtual career fairs.

MEFA Pathway Activities

- My Careers
- My Journal
- My Resume

Materials Needed

- Internet connection

Lesson Prerequisite

Have students complete the *Building My Careers List* lesson prior to this lesson.

Lead a class discussion on career fairs. Ask students if they know what a career fair is and the advantages of attending one. Explain that career fairs are events that allow students and employers to meet one another and ask questions. They are a great opportunity to connect with multiple employers at one time in a single location. Some career fairs are quite large with employers from a variety of industries, and others are smaller and more targeted to a particular field. Career fairs also provide an opportunity for job seekers to meet with employers that might have job openings.

Vocabulary

- Career Fair
- Career Cluster

Future Ready Skills

- Evaluating
- Time Management
- Communication

PART 1

APPLYING INFORMATION

Have students log in to MEFA Pathway and navigate to *My Careers* under the *Discover Careers* tab. Students should identify the career cluster that most often appears.

Have students find their local MassHire location by entering their ZIP Code at mass.gov/orgs/masshire-department-of-career-services/locations and register for any virtual career fairs and other related events that are focused on their career cluster. If you have added a career fair to the **Work-Based Learning Opportunities** found under the *Discover Careers* tab, instruct students to visit that page to register for the upcoming fair.

PART 2

EVALUATING INFORMATION

Once students have registered for their career fairs, students should prepare by:

1. Researching the companies they are interested in talking to.
2. Choosing their top 5–10 companies to focus their efforts on meeting.
3. Practicing their professional introduction.
4. Updating their **My Profile**, found under the *About Me* tab in MEFA Pathway, creating an appropriate resume, and printing ten copies of the resume to bring to the career fair.

PART 3

CRITICAL THINKING/CREATIVE APPLICATION

Instruct students to create a PowerPoint presentation entitled *How to Work a Career Fair* with slides outlining what they will do before, during, and after the career fairs. Students should include details about their resume, introduction, researching companies, questions, and follow-up. Instruct students to be creative and descriptive.

GRADING RUBRIC FOR PRESENTATIONS

CATEGORY	EXCELLENT	GOOD	SATISFACTORY	NEEDS IMPROVEMENT
	4	3	2	1
Content Accuracy	All content in the presentation is accurate. There are no factual errors.	Most of the content is accurate but there is one piece of information that seems inaccurate.	The content is generally accurate, but one piece of information is clearly inaccurate	The content is confusing or contains more than one factual error.
Sequencing of Information	The information is organized in a clear, logical way.	Most information is organized in a clear, logical way.	Some information is logically sequenced.	There is no clear plan for the organization of information.
Effectiveness	The presentation includes all the material needed to give a good understanding of the topic.	The presentation lacks one or two key elements.	The presentation is missing more than two key elements.	The presentation lacks several key elements and has inaccuracies.
Use of Graphics	All graphics are attractive (size and colors) and support the topic of the presentation	A few graphics are not attractive, but all support the topic of the presentation.	All graphics are attractive, but a few do not support the topic of the presentation	Several graphics are unattractive AND detract from the content of the presentation.
Font Choice & Formatting	Font formats (size, bold, italic) have been carefully planned to enhance readability and content.	Font formats have been carefully planned to enhance readability.	Font formats have been carefully planned to complement the content. It may be a little hard to read.	Font formatting makes it very difficult to read the material.
Conventions. The student uses proper grammar, punctuation, and spelling.	The presentation has no misspellings or grammatical errors.	The presentation has 1- 2 misspellings, but no grammatical errors.	The presentation has 1- 2 grammatical errors but no misspellings.	The presentation has more than 2 grammatical and/ or spelling errors.