Dear Community Partner,

On Tuesday, May 6th, from 11:40am-12:10pm, The Northfield Highschool will be holding a Work Readiness Fair at Northfield High School for our 10th and 11th graders as part of our Career and College Readiness work. Our focus that day is on A) employment options for 16 and 17 year-old high schoolers in our area, and B) discussing those employability skills that make all the difference in job applications, interviews, and performance.

If you agree to present, you may be paired with other employers with similar jobs (for example, child care vs outdoor jobs). You'll have groups of students (supervised by teachers) who have indicated an interest in the type of employment you offer. You do not need to prepare a formal presentation, but will get more specific topics to address as the date nears. You are not in any way obligated to offer jobs to any of our students (though many employers who participated last year did indeed fill the job openings they had for the summer months!); much of the benefit comes from them interacting with a potential employer for the first time and learning HOW to seek work you might have available.

For now, if you would like to participate, please contact Mark Ensrud, High School Counselor, at *mensrud@northfieldschools.org* with the following details:

*Name of your company or organization
*Name of representative who will present at the work readiness fair
*A brief description of the jobs you offer to 16/17 year-olds

Thanks for helping us provide authentic interactions between our students and community!