

# Job Exploration Workshop and Reverse Job Fair

MCC Penn Valley, Education Center  
3201 SW Trafficway  
Kansas City, MO 64111

Providing valuable information and opportunities  
for individuals having disabilities.

Thursday, March 30  
12:30 – 4PM  
Workshop

Friday, March 31  
9am - Noon  
Reverse Job Fair

*Sponsored by Kansas City Regional Office - Missouri Department of Mental Health  
and Developing Potential, Inc.*  
*Hosted in cooperation with Ability KC, Easter Seals Midwest, I CAN, Job One,  
MCC Penn Valley and Life Unlimited.*  
*See Registration and Information for more details.*  
*For more information, email [acoxy@developingpotential.org](mailto:acoxy@developingpotential.org)*



**Thursday, March 30**  
12:30 – 4:00PM  
Dress: Casual Attire  
Registration for Job Seeker and Job Supporter  
Job Board Preparation Workshop  
Meeting Potential Employers Workshop  
Preparing for Reverse Job Fair

**Friday, March 31**  
9AM – Noon  
Dress: Business Attire  
Continental Breakfast  
Job Fair Station Set Up  
Reverse Job Fair with On Site Interviews

This **FREE** two day event is open to all job seekers having developmental disabilities and their job supporters. A job supporter can be defined as a job coach, service coordinator, family member or other supportive individual.

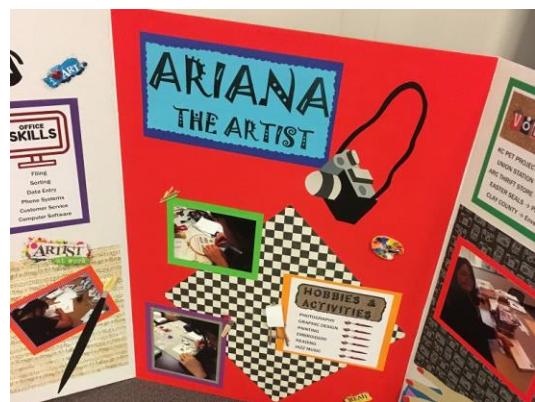
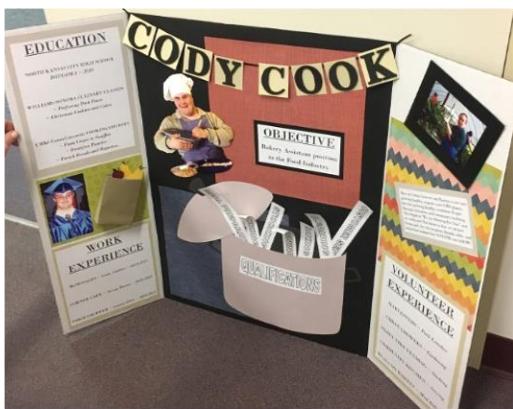
A job seekers participating in this event should be **JOB READY**. This means:

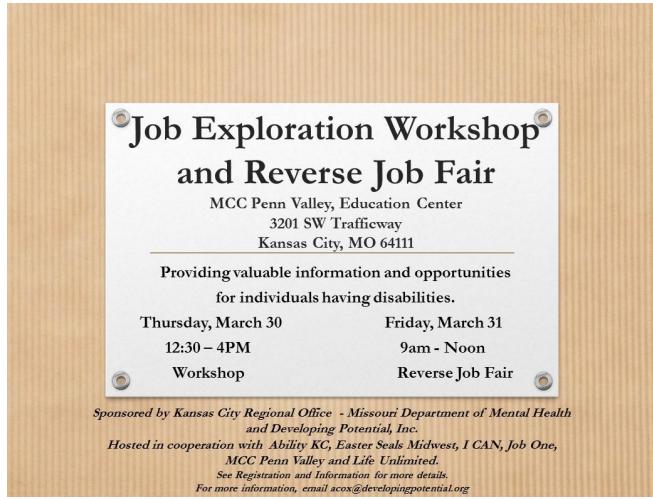
- Individual is currently searching for a job, is currently or previously employed and looking for a new opportunity or has substantial volunteer experience and are ready to move into competitive employment.
- Individual should have a completed resume and they will need to bring 15 copies to the job fair.  
Additionally, a list of references and letters of recommendation are also encouraged.

Job seekers will be creating job boards as a part of the Day 1 workshop (see sample photos). ***Job seekers should prepare the following in advance for their job boards:***

- Photos of them working and participating in social/leadership activities
- Printed list of skills, training, objectives (all parts of resume enlarged and printed)
- Decorative materials for boards, as available

***The workshop will provide the tri-fold board, poster board, scrapbook paper and some other decorative items as well as scissors, glue, etc.***





## Job Seeker Registration

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

Sector in which you are seeking employment:  Food/Restaurant  Retail  Administrative  
 Hospitality  Healthcare  Custodial  Education/Childcare  
 Animals  Construction/Labor/Landscaping  Warehouse  
 Other

This information will help us identify appropriate employers to contact for attendance at job fair.

## Job Supporter Registration:

A job supporter can be defined as a job coach, service coordinator, family member or other supportive individual. This person will attend both sessions with the job seeker.

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_