

**Business and Community Partners  
HOW TO PARTICIPATE**

- **Share Resources** – offer materials, supplies, equipment, meeting space, etc. to area schools and agencies.
- **Offer Company Tours and Visits** – youth visit employer sites, usually in small groups and accompanied by school or agency staff, to receive a tour of the facilities; usually includes general information about the organization’s products/services, key occupations, job titles, general starting salary ranges and employee benefits, current/future staffing needs and general and specific skills and competencies required for success.
- **Participate in Job Fairs and Career Days** - professionals typically gather together to offer general information to youth about their companies and job opportunities; usually arranged in a trade-show type format where youth rotate among tables.
- **Become a Guest Speaker** – speakers present information to young people about possible career paths and opportunities within your company or industry, skill requirements and industry skill standards, work-readiness qualifications, employment success and job retention.
- **Participate in Job Shadowing** – host one or more youths to spend time with ("shadow") employees in your organization to experience a 'typical' work day; activities of youths can include observation; information interviewing; company orientation and tour; some hands-on work if appropriate and with prior approval. Time is structured and outlined in advance by the hosting organization and school/agency staff.
- **Hire an Intern** - an internship is typically a paid part-time work experience in which the youth engages in a planned series of learning and/or work experiences related to their vocational aptitudes or connected to classroom activities. Internship responsibilities can include special projects, job sampling, or specific occupational tasks. Time is structured and outlined in advance by school/agency and employer staff.
- **Externships for Teachers** – host a teacher from a local school or agency for an ‘externship’ professional development experience. Externships give adults who work with youth opportunities to keep up with current employment trends and issues and assist them in helping youth to connect education and training to real-life industry applications.
- **Sponsor a youth** for a year-round or summer employment (\$1,000 contribution pays for the youth’s wages and workers comp insurance).

Your Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Company/Organization: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City/Town: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Phone 1: \_\_\_\_\_ Phone 2: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Comments or Questions: \_\_\_\_\_

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Thank you for supporting our area youth. Please forward this page to:

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