



Smyrna High School

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Smyrna, Delaware 19977
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Making Connections & Building Dreams

Jay Davis, *Career & Technology Education Specialist*
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December 7, 2023

We would like to invite you to be a part of Smyrna High School's inaugural Career & Technology Education College & Career Fair on **Thursday, April 18, 2024 from 7:30 a.m. – 1:00 p.m.** for our Junior & Senior students. The Delaware Department of Labor has joined Smyrna High School to promote College and Career Readiness and your expertise will help our students have a better understanding of their career goals.

As a presenter, we are asking you to provide a display of your college/university, career, business or organization. If possible, please bring promotional pamphlets, brochures, giveaways or prizes to present to the students. Please be willing to discuss your background, education and any opportunities available for students. We would appreciate it if you would include the importance of workplace readiness skills. Students will visit the display area by invitation and rotate in 20-30 minute increments. The event will be held in the Natatorium (located on the Clayton side of Smyrna High School) with parking available in front of the school and curb side drop off by the Natatorium and **set up will begin at 7:30 a.m.** The school will provide a table and two chairs for your convenience.

If you are unable to attend, but would still like your college, university, business or organization to be represented, feel free to send information such as brochures, applications, paraphernalia, etc. to our attention, so we can still promote your information.

As the Career & Technology Education Specialist, I ensure that every effort is made to provide positive opportunities for our students as they transition from middle school to high school and into the professional world.

You will find attached a form to assist us with the logistics and planning for the event. Please R.S.V.P. with your attendance by Thursday, April 11, 2024 via mail, fax, email or phone. You can also register online at: <https://forms.gle/ScBqK5r1jG7RutDx7> If you have any additional questions or comments, please feel free to contact me at your convenience. We hope you can join us for this event!

Sincerely,

Jay Davis
Career & Technology Education Specialist
Smyrna High School



Smyrna High School

COLLEGE & CAREER FAIR 2024

◆ Thursday, April 18, 2024 ◆

RSVP

GENERAL INFORMATION

Business/Organization/College _____

Representative Name(s) _____

Address _____

E-Mail _____

Phone Number _____ Fax _____

Do you need any special equipment? YES NO

Do you need an electrical outlet? YES NO

Please send your RSVP to:

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