



## *Mitchell High School*

*416 Ledger School Road*

*Bakersville, NC 28705*

*Phone: 828-766-3400 Fax: 828-688-4847*

Dear \_\_\_\_\_,

Thank you for your willingness to participate in Mitchell High School's Community/Career Day that will be held Thursday, March 21<sup>st</sup>. There will be over 30 different professionals and community members present for this event.

There will be three workshop sessions in which approximately 30 students will participate. The schedule for the day is listed below.

8:00 – 8:30	Arrival and check in
8:30 – 9:00	Setup
9:00 – 10:00	Session 1
10:15 – 11:15	Session 2
11:30 – 12:30	Session 3
12:30 – 1:30	Lunch
1:30 – 2:45	Career Fair

Please park in the parking lot located across from the main entrance. A student guide will help with check in and will escort you to your room. A teacher will be assigned to your room and will be available to help with any support you may need. This teacher will remain in the room for your sessions. Refreshments will be available throughout the day. During the lunch hour, you are welcome to go off campus for lunch or eat on campus with students and teachers.

Each workshop will consist of four presenters related to the same topic. The workshop that we ask you participate in is titled:

“Health Care Careers”

“Local Industry Careers”

“Entrepreneurships”

“How Can I Help My Community: The Art of Community Service”

Your fellow presenters are listed below. We ask that you prepare a 10-15 minute presentation that includes why you chose your career, education or training you have received and/or continue to receive, special skills or abilities that are required with your career, what you do with your career, rewards and stresses of your career, advice for students wishing to pursue your career, etc. You are encouraged to wear your uniform or work attire and bring any visuals that you wish.

(Other presenters)

After the lunch hour, students will participate in the career fair. Tables will be ready for you to setup after Session 3. You are welcome to bring any displays, handouts, gifts, or visuals that you wish. Students will be walking around to different tables allowing them to speak with you and ask questions without time limitations.

We are very excited about this event. We believe that this entire day will be beneficial to our students and our community. Thank you for volunteering your precious time to provide this worthwhile experience to our students. Please feel free to contact me at 828-766-3400 or [barriersl@mhslive.net](mailto:barriersl@mhslive.net) if you have any questions. I look forward to seeing you on March 21<sup>st</sup>.

Sincerely,

Shelby Barrier  
Community/Career Day  
Team Member