



Cedars International Next Gen High School

6700 Middle Fiskville Rd
Austin, TX 78752
(512) 956-4406

Dear potential career guest speakers/presenters,

Cedars International Next Generation High School would like to invite you to be a guest presenter as part of our 3rd annual Career Day on 05-15-20 from 8:30am-1:30pm at 6700 Middle Fiskville Rd, Austin, TX 78752.

Event Overview: The purpose of this event is to expose our students to the career opportunities available to them and motivate them to meet their personal goals. Presenters will be placed into stations along with other professionals based on their career field. Students will rotate in groups through these stations to hear about the different careers being represented.

Presenter Guidelines: We are asking presenters to give a brief presentation (3-5 minutes) over the following:

- Summary of your job roles and typical work tasks
- Education, Experience, Training, Knowledge, Skills, Additional Requirements (Degrees, Certificates)
- Your personal journey (what sparked your interest, how did you get started, what made you select this field).
- The best advice you could give to someone interested in pursuing your career

Time permitting there will be a brief Q&A with panelists. If you would like to prepare slides or a brief visual presentation, we are happy to accommodate any technology needs that you have. In addition, we encourage you to bring flyers, pamphlets, photos or any other visual aids to help students get a better understanding of your career. However, none of this is required and your presence is more than enough!

We would be honored if you would be willing to share your experience and help showcase your career for our students. Our staff and parents will be providing some snacks and beverages for all presenters and our chef has offered to prepare a special lunch for everyone from 1:00-1:30pm. Each presenter will also receive a certificate to verify the volunteer hours spent helping.

If you are interested in joining us please complete this [Google form](https://bit.ly/careerDay2020) (bit.ly/careerDay2020) by MONDAY April 20, 2020. All presenters will receive a confirmation email with additional information 1-2 weeks before the event. If you have questions please reach out to our Dean of Students, Stuart Ray, at 512-953-4432 or sray@cedars-academy.org or our Parent Involvement Committee Chair, Angela Rasco, 512-281-6908 or adailey@hotmail.com