



We would like to invite you to be a presenter at **BILINGUAL CAREER FAIR 2011**. This event is an important opportunity for us to show Hispanic youth the wide range of careers available to bilingual professionals, inspire them to envision themselves attending a college, university, or other postsecondary institution, and encourage them to set and work toward career goals.

BILINGUAL CAREER FAIR 2011 presented by Prospera Initiatives

DATE: Saturday, March 19, 2011

TIME: 12 noon – 4:00 p.m. (Presenters may begin set-up at 10:30 a.m. – Lunch Provided)

LOCATION: J.E.B. Stuart High School – 3301 Peace Valley Ln. – Falls Church, VA 22044

**SCHEDULE:**

10:30 a.m. – 12:00 noon – Presenter Set-Up in Classrooms and Exhibit Hall

11:30 a.m. – Complimentary lunch available for presenters

12 noon – 12:45 pm – Exhibit Hall Open

1:00 – 1:30 p.m. – Opening Keynote Speech in Auditorium

1:45 – 2:30 – Small Group Presentation #1

2:45 – 3:30 – Small Group Presentation #2

3:30 – 4:00 – Exhibit Hall Open

**Small Group Presentations:** You will be grouped with 3-4 professionals from similar fields (i.e., presenters in the Healthcare group might be nurses, doctors, dentists, physical therapists, etc). Each presenter will speak for about 10 minutes, some talking points are:

*What is your profession and what does it involve?*

*How do you use your bilingualism in your profession? What benefits do you see from being able to communicate in two languages?*

*What academic path or specialized training did you pursue to get to where you are today? How did you overcome obstacles along the way, i.e. financial aid, work-study programs?*

*What would be helpful advice to a student who would like to pursue your career?*

You may, of course, add ideas of your own that you feel would be helpful to our youngsters and their parents. We ask that you deliver your presentation in Spanish, if possible, since some of our parents have limited proficiency with the English language.

There will be a facilitator in each classroom that will be able to assist you. In addition, you may want to share any “tools of the trade” that you use in your career for demonstration purposes and informational brochures or flyers.

Each Small Group Presentations will be delivered TWICE.

**EXHIBIT HALL:** Presenters are invited to participate in staffing a table (provided) or bringing your company’s exhibit booth during this portion of the event. This will be an opportunity for participants to network, ask questions, and obtain literature about your profession and your company. Any giveaways will be greatly appreciated. This is an OPTIONAL activity, but we encourage all presenters to participate. There is no fee for a table in the exhibit hall.

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Please reply to [regla@prosperaweb.org](mailto:regla@prosperaweb.org) by February 15, if you will be able join us this year. Kindly provide the following information (as you would like it to appear in print):

**Presenter's Name**

**Presenter's Title**

**Presenter's Company**

Additional information:

Best Contact Phone Number:

Email address

Technical Requirements for presentation

Thank you so much for your time and attention, and we look forward to hearing from you.

Regla Armengol  
Executive Director  
571-278-3996