



## Volunteer Opportunity, Oct. 19: Career Readiness Day in PPS!

Volunteers needed:	<b>Mock interviews, resume workshops &amp; interviewing workshops</b>
What:	Portland Public Schools' biggest career-readiness day of the fall
When:	<b>Wednesday morning, Oct. 19, 2016</b>
Where:	Several participating high school campuses in Portland Public Schools
Who benefits:	Oregon high school students needing advice from dedicated HR professionals
How to join:	<b>Please complete this form to volunteer.</b>

*"Our students **gained so much confidence** from the mock interviews! They were so nervous beforehand, and so confident after! What a great growth to see in our students."*

— Oregon educator

*"My students always walk away **feeling more prepared** for the 'real deal.' "*

- Oregon educator

### Why volunteer?

- **Help Oregon students:** Did you know Oregon has the nation's fourth lowest graduation rate? Whether students are thriving or struggling in school, most need assistance developing their confidence and oral communication skills.
- **Give back to your community:** Help students learn best practices for job search, networking, and interview/resume skill building.
- **Rejuvenate:** Many HR professionals have volunteered with high school students for many years. It's a great opportunity to connect with young people who are full of potential.

### About PHRMA and PWA's partnership

The nonprofit Portland Workforce Alliance and Portland HR Management Association work together regularly to provide career-readiness experiences for high school students. Their biggest partnership takes place at the annual NW Youth Careers Expo: In 2016, volunteers provided 1,750 students from Oregon and SW Washington with mock job interviews!

**Visit PWA's website to:** See a **photo gallery of the mock interviews** at the 2016 Expo  
Learn about year-round **volunteer opportunities** for your organization:

[www.portlandworkforcealliance.org/](http://www.portlandworkforcealliance.org/)

***Please share this with individuals who might want to join this volunteer opportunity. Thanks!***



*Volunteers: If you want to help – we want to talk to YOU! Please complete the form below and send to: – [LJPBOULLET@gmail.com](mailto:LJPBOULLET@gmail.com)*

**Volunteer Role Selection & Information for Oct. 19 (mark your preference):**

- Mock Interviewer:** We need at least **15 volunteers** to conduct mock interviews. Each interview takes 10 minutes. Standardized mock interview questions and feedback forms are provided.
- Resume and Interview Session Workshops:** Conduct workshops on *Resume Essentials* or *Putting your Best Self Forward*. Presentation material is provided. We need at least **10 volunteers**.
- I'm flexible:** Let us know if you're comfortable in either role.

**Volunteer Shifts – Please select ONLY one shift:**

**Wednesday, Oct. 19, 2016 @ participating PPS high schools \***

- ALL MORNING:** about 3.5 hours, starting around 8:30 am - 9 am
- EARLIER SHIFT:** about 90+ minutes, starting around 8:30 am
- LATER SHIFT:** about 90+ minutes, starting around 10:30 am
- Not available on Oct. 19, but interested in the **March 14, 2017 Careers Expo** or other events**

*\* We will confirm your exact time and location in early October. Thank you!*

**Volunteer Orientation** is available for anyone who wants it. Please select one:

- I'm a returning volunteer and just need the materials, thanks.
- I'm new and would appreciate a webinar, phone call or other orientation.

**Volunteer Contact Information:**

<b>Name</b>	_____
<b>Title</b>	_____
<b>Company</b>	_____
<b>Email</b>	_____
<b>Phone</b>	_____
<b>Industry or Interview/Resume Experience</b>	_____
<b>Referral Source - Active Member of PHRMA? PWA? SWHRMA? SHRM? ATD? ODN? Other?</b>	_____

**Questions? Contact:**

Lori Boullet – [LJPBOULLET@gmail.com](mailto:LJPBOULLET@gmail.com) / 503-575-5262  
 Janet Rodriguez – [jjrodriguez@yahoo.com](mailto:jjrodriguez@yahoo.com) / 503-720-9777

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