

EDUCATOR “KNOW BEFORE YOU GO” INFORMATION FOR 2020 NW YOUTH CAREERS EXPO

(SENT TO ALL REGISTERED EDUCATORS VIA EMAIL ON FEB. 27 AND MARCH 2, 2020)

SCHOOL CHECK IN

The Careers Expo is in Halls D and C of the Oregon Convention Center. Please check in at the registration desk, outside the exhibit hall, with the number of students you brought and your planned departure time. If you do this, we can make announcements to make sure your students remember when you are leaving. We will make announcements at 15 minutes and 5 minutes before your departure time.

BUS UNLOADING, LOADING AND PARKING DETAILS

The Oregon Convention Center prohibits buses from waiting in front of the convention center because it creates major traffic backups and safety issues on MLK. You can have students dropped off and picked up in the pull outs along Holladay (north side) and MLK (east side), but do not block traffic. There is extremely limited parking in the OCC area. We have reserved complimentary bus parking for school districts participating in the Expo. It is at the Rose Quarter Benton Lot at North Benton and North Broadway Avenue. If the Benson Lot fills, there is a small overflow lot on the east end of the Lloyd Center Mall. [Visit our website](#) to see a printable Bus Handout with OCC Map.

TEACHER PACKET AND EXPO RESOURCE GUIDE

You can find the Teacher Packet and simplified student Expo Zone map [on our website](#). Complimentary printed copies of the Expo Resource Guide will be available outside the Expo hall. More resources and a printable list of all participating employers and colleges can also be found [online](#).

MOCK INTERVIEWS

If you signed up a large group of students for [mock interviews](#), please help us manage the lines by sending ½ of your students to the Expo and ½ to the mock interviews when you arrive, then have them switch halfway through. Encourage students to bring a resume. Mock interviews are located in the C meeting rooms right outside the Expo Hall. We can accommodate some drop-in students, with priority given to schools that signed up their students in advance. Students will receive a certificate of completion for attending.

CAREER TALKS

This year's Expo features [20-minute Career Talks](#) on four topics: “How to Ace Your Interview,” “How to Land a Summer Job,” “Flash Coding! Workshop with Microsoft,” and “Pro Tips for Your Paycheck with OnPoint Community Credit Union.” Students will receive a certificate of completion for attending. Drop-ins are welcome! Career Talks are also located in the C meeting rooms, right outside the Expo Hall. [A printable schedule is available here](#).