To whom it may concern

**SEEKING SPONSORSHIP FOR THE 2019 WEST KIMBERLEY CAREERS WEEK & EXPO 6 - 10 MAY 2019.**

The Careers Week & Expo Working Group are proud to announce the 2019 West Kimberley Careers Week & Expo will be held from Monday, 6 May to Friday, 10 May 2019.

Your company has been identified as a key part of the Broome and West Kimberly business community and as such, we would like to invite you to get involved and be part of this local initiative designed to inspire West Kimberley High School students, provide information on education, training and employment opportunities and connect them with the hard working businesses and services that exist in their community. Building on the success of the 2018 Careers Week & Expo, it is anticipated that we will once again attract students from high schools across the West Kimberley including Bidyadanga, Derby, One Arm Point, Yirramlay, Fitzroy Crossing and Broome.

It is a unique opportunity for students to learn about your industry, what it is you do and why. The Expo allows you to connect faces to names and meet the future local workforce. For the students, creating a connection between their current education choices and future employment opportunities is critical to inspire them to achieve their goals and understand what is on offer in their own community.

You are invited to participate in this week’s activities in a number of ways:

1. Workplace Visits – if your place of work is likely to inspire interest in students from primary or secondary schools, and you are willing to host tours of your premises, please list the relevant details with us so we can invite teachers to contact you about visiting with a group of students

2. Careers Expo – from 9am-2pm on Friday May 10th, Broome Senior High School will be the venue for business and industry to showcase their career opportunities and engage with students of all ages. There will be students from across the West Kimberley present for this event, and we are keen to see a broad range of exhibitors the students can engage with.

To ensure the 2019 West Kimberley Careers Week & Expo is a successful event, the Working Group are currently seeking financial support from your company to sponsor this year’s event from FREE (Bronze Sponsor) to $1,000 (Platinum Sponsor).

For further details regarding Sponsorship or for any questions, please contact Tracey Deegan on ph: 9193 8901, or Pepita Wilson on 91929126.

Your support and generosity is greatly appreciated and we hope you can participate in this initiative, which is designed purely to assist in getting local youth inspired about career pathways which will shape their futures and strengthen our local economy and community.

Yours sincerely

Tracey Deegan

on behalf of the *Careers Week & Expo Working Group*

# WEST KIMBERLEY 2019 CAREERS WEEK & EXPO REGISTRATION FORM

Please select your sponsorship package *(Please tick below):*

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| **$1,000.00** | **$500.00** | **$250.00** | **FREE** |

|  |  |
| --- | --- |
| **Company/Business Name:** |  |
| **ABN Number:** |  |
| **Website:** |  |
| **Postal Address:** |  |
| **Contact Person:** |  |
| **Contact No.:** |  |
| **Fax No.:** |  |
| **Email Address:** |  |

**LEVEL OF INVOLVEMENT** *(Please respond below regarding your participation)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| We are happy to host school tours during Careers Week (May 6th – 10th May): |  | **YES** |  | **NO** |
|  |  |  |  |  |
| We will display at the Careers Expo (Friday May 10th 9.00am -2pm): |  | **YES** |  | **NO** |
|  |  |  |  |  |
| Please list our participation information on the Careers Expo web page |  | **YES** |  | **NO** |
|  |  |  |  |  |
| Please acknowledge our support in Careers Expo promotional material (Platinum sponsors) |  | **YES** |  | **NO** |

**VACANCIES & PROMOTIONS**

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| --- | --- | --- | --- | --- |
| We would like to promote an upcoming job vacancy at the careers fair. |  | **YES** |  | **NO** |

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| --- | --- | --- | --- | --- |
| We are interested in putting on a trainee/apprentice in the next 12 months and would like to promote this opportunity. |  | **YES** |  | **NO** |

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| --- | --- | --- | --- | --- |
| We have a product/service we would like to give away as a competition/door prize on the day. |  | **YES** |  | **NO** |

**STALL INFORMATION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Stall location preference:** |  | **Inside** |  | **Outside** |
|  |  |  |  |  |
| **Access to power:** |  | **Yes** |  | **No** |

**Stall concept:**

*Please provide a brief description of what you will be presenting as part of your stall. We strongly encourage you to think outside the box and develop interactive exhibits to encourage interest in your organization/ service.*

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Tables and power will be supplied to exhibitors, but you will need to provide any staff or equipment required on site including extension cords (power boards will be provided), shade (if setting up outdoors), chair(s), drinks, giveaways.

**PASSPORT QUESTION**

We will be encouraging all participants to complete an **Expo Passport** as part of their visit on the day. From your stall can you provide one “secret question” relating to your stall/product/service that students can ask and find out about your organization, products or services.

*i.e. How long does it take to become qualified in your field? ANSWER: 3 years*

**SECRET QUESTION:**

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**SECRET ANSWER:**

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**PAYMENT DETAILS**

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|  | Please invoice my organisation. | | | |  |  | Cheque made payable to: | **Department of Education** | | | |
|  |  | | | |  |  |  |  | | | |
|  | Direct Deposit:  Account Name: Department of Education  BSB:  Ref: Careers Week 2019 | | | | | | | | | | |
|  |  | | | |  |  |  |  | | | |
|  | Please charge my Credit Card | | | |  |  | Visa |  | MasterCard | | |
|  |  | | | |  |  |  |  | | | |
|  | Credit Card Holder Name: | | |  | | | | | | | |
|  | Credit Card No.: | |  | | | | | CCV: | |  | |
|  | Expiry Date: |  | | | | | | Signature: | | |  |

**Applicant Details:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name: |  | | Signature: |  | Date: |  |
| Position: | |  | | | | |

Please complete this form and return it with payment to:

**Attention: Tracey Deegan**

*Job’s and Skills Centre, P.O. Box 1380, Broome WA 6725 Or Email: JSC.Kimberley@nrtafe.wa.edu.au*









**DETAILS OF SPONSORSHIP PACKAGES**

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| --- | --- |
|  | **PLATINUM SPONSORSHIP: $1,000.00**  Platinum Sponsorship package will include:   * Company Logo included on all promotional material and media statements. * Company acknowledged in formal speeches, radio interviews and media statements. * Company has opportunity to present to 1 x Work Studies Class during Careers Week. * Expo: Choice of prime stall location (2.5 x 2m) with 2 x tables and chairs with power, complimentary morning tea and lunch, 1 x reserved car parking. |
|  | **GOLD SPONSORSHIP: $500.00**  Gold Sponsorship package will include:   * Company Logo included on all promotional material and media releases. * Company acknowledged in formal speeches, radio interviews and media statements. * Expo: Choice of stall location with 1 x table and chairs with power, complimentary morning tea and lunch, 1 x reserved car parking. |
|  | **SILVER SPONSORSHIP: $250.00**  Silver Sponsorship package will include:   * Company Logo included on all promotional material and media statements. * Expo: Allocated stall with 1 x table and chairs, complimentary coffee and light refreshment. |
|  | **BRONZE SPONSORSHIP: FREE**  Bronze Sponsorship package will include:   * Expo: Allocated stall with 1 x table. |