

## Career Fair Session Proposal Form

(All sections must be complete.)

**Career Fair Coordinator Contact Info** (Name, Title, Organization, email, and phone number)

**Session Format** (Indicate the type of session you plan to conduct.)

☐ Hiring & Recruitment ☐ Training Session ☐ Workshop with Activity ☐ Certification

**Target Audience** (Select at least one) ☐ All ☐ HBCU Undergraduate Students

☐ HBCU Faculty/Staff ☐ HBCU Graduate Students ☐ HBCU Alumni or Career Professionals

**Path Alignment** (Select at least one)

☐ Career Pathways ☐ Career Services Supports ☐ Experiential Learning ☐ Workforce Development

☐ Access & Affordability ☐ Entrepreneurship

**Session Title** (Remember this is the first thing an attendee will see. Make the title appealing)

**Session Synopsis** (No more than 150 words. This is the synopsis that will be used in the Conference Program. See Things to Do for details on this section.)

Will session be interactive?

☐ YES

☐ NO

If so, please share the lesson plan?

What tangible outcome(s) can participants gain from session/workshop opportunity?