



**Southwest Middle School**  
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Dr. Clayton Wilcox  
Superintendent  
of  
Schools  
  
Barry Blair  
Principal

*Office of the Principal*

February 6, 2018

Greetings Community Member,

As a middle school, we are challenged to provide the foundation for acquiring the skills, attitudes, and knowledge that enable our students to eventually make a successful transition from school to the world of work. To assist our students in making a connection between what they learn in school and their future careers, we encourage you to take a moment and get involved in ***National Career Week*** coming March 5-10 2018. At Southwest, we are extending our recognition to Friday, March 16<sup>th</sup> with a group 7<sup>th</sup> and 8<sup>th</sup> graders traveling to NC State University for an educational tour. **Wednesday, March 14, 2018**, we are asking you or a representative from your to consider volunteering at least three hours of your time at a mini career fair. **The setup will be that of a traditional career fair. The students will rotate through in 30 minute intervals.** (A detailed breakdown of the agenda is included.) As a career speaker for the mini career fair, your professional knowledge and personal experience will help enhance the delivery of strategies to achieve future career success and job satisfaction for our students and foster an understanding of the importance of the relationship between personal qualities, education and training. Please feel free to bring company paraphernalia (pens, pencils, brochures, etc.) and/or examples of your work to share with the students.

We hope that you will join us in helping our students realize the greatness that lies within them and the many opportunities available to them upon completing their education.

If you are interested in attending and acquiring a space at the career fair, please contact one of our grade level counselors via e-mail or at 980-343-5006.

Mrs. Tania Sanders, 6<sup>th</sup> Grade Counselor  
[tania.sanders@cms.k12.nc.us](mailto:tania.sanders@cms.k12.nc.us)

Mrs. Barber, 7<sup>th</sup> Grade Counselor  
[karen.barber@cms.k12.nc.us](mailto:karen.barber@cms.k12.nc.us)

Mrs. Dunton-Forbes, 8<sup>th</sup> Grade Counselor  
[tuere.dunton@cms.k12.nc.us](mailto:tuere.dunton@cms.k12.nc.us)

Thank you in advance for your consideration.

Southwest Middle School Counseling Department

### **Career Fair Agenda Breakdown:**

<b><u>7:30-8:30 am</u></b>	Speakers will sign in, be escorted to the media center/auxiliary gym for set up, and enjoy breakfast
<b><u>8:30 am</u></b>	Classes will begin to visit career fair (classes will rotate through every 30 Minutes)
<b><u>11:30 – 12:30</u></b>	Speakers will begin to rotate out for lunch
<b><u>11:00 – 11:30</u></b>	Speakers attending 1 <sup>st</sup> /2 <sup>nd</sup> session will begin to exchange spaces.
<b><u>2:30 – 3:00</u></b>	Breakdown

### ***Faculty, Parents, and Students Building A Strong Community School***

*In compliance with Federal Law Charlotte-Mecklenburg Schools administers all education programs, employment activities and admissions without discrimination against any person on the basis of gender, race color, religion, national origin, age or disability.*