

YOUR FUTURE IS OUR BUSINESS

CAREER SPEAKER GUIDE

For over three decades, our mission has been to help students discover new professions and explore their individual passions through work based learning activities. These activities provide students with an in-depth look into professions and exposure to professionals from various backgrounds.

GENERAL INFO: As a guest speaker, you will share your career journey and knowledge with a group of students under the supervision of a teacher or staff member. Unless otherwise stated, guest speaker activities do not have a set format, however, we recommend the following:

Example Format (please adjust accordingly):

10 minutes sharing about previous careers, training, and education

10-15 minutes explaining your current job and what it entails

10 minute hands on activity

10 minutes for Q&A with students

QUICK TIPS

- **MOVE AROUND:** Stand up when you are speaking, move your hands and make gestures. You can approach students, lean in, or walk around the room.
- **BREAK THE ICE:** Have a fun icebreaker question or statement to help build rapport and make students more comfortable. Share a funny story or encounter. Bring a tool from your work and do a live demo/quick explanation
- **ASK QUESTIONS:** Ask knowledge confirming questions like: "How many of you know what a _____ does?" or "How many of you like giving presentations? Guess how many presentations I have to give at work?"
- **PROVIDE REAL WORLD EXAMPLES:** Tell students about a famous person who has done or is doing the work that you are doing (i.e. C
- You can draw on the whiteboard, bring in a posters, and handout flyers



BE DESCRIPTIVE

Use the 5 senses: taste, sight, touch, smell, sound. Tell a story and add suspense. We find students pay much more attention when they can visualize what you are trying to say. Speak using vivid descriptions, not just hard facts or statistics. Use figurative language: metaphors, similes, personification to describe the work that you do and use examples. Students tend to be more focused when they can see the picture you are trying to paint for them!

