MENTORING PLANNING DOCUMENT

# EXPO

* Use the space below to record the speakers you listed as being able to attend an Expo.

# CAFÉ

* Use the sample student data to select three career speakers.
* Explain why you think the speakers would be a good fit for these students.

| **SERVICE** | **ACTIVITY** | **NOTES** |
| --- | --- | --- |
| **CAREER EXPO** | List out community partners that you believe could attend a Career Expo. |  |
|  |  |
| **CAREER CAFÉ** | Using the student data, what speakers did you choose and why? |  |
|  |  |

# College2Career Forum

* Using the table below, select **ONE** example location for your students to visit based on the community partners you have identified throughout the first two mentoring services and your Appointment Clock chart.
* Fill out each section under the NEED and list any action items that will need to be completed and stakeholders who will need to be involved for each step.

| **NEED** | **ACTION ITEMS** | **STAKEHOLDER(S)** |
| --- | --- | --- |
| **Step 1: Determine the PSI/Business**  Name:  Career Cluster(s):  Location: |  |  |
| **Step 2: Date and Time**  Date:  Arrival Time:  Departure Time: |  |  |
| **Step 3: Logistics**  Number of Students:  Number of Chaperones:  Number of Buses:  Lunch Location: |  |  |

Why did you pick this location to host a College2Career Forum:

Expected Learning Outcomes: