

## Registration Rates & Sponsorship Opportunities

### WorkForce Fair: Internships, Jobs, & Graduate Schools

Tuesday, February 21, 2023



### Early Bird Pricing & Registration Deadlines

**Early Bird Deadline – Friday, December 31, 2022** Register early to take advantage of discounted pricing.

#### Registration & Payment Deadline - Friday, January 20, 2023

- Registration will remain open until space is filled.
- Late payments will not be accepted. Failure to submit full payment by January 20 will result in forfeiture of registration and the booth space will be given to another organization.
- Payment from military and government employers will be accepted through February 3, 2023.

Please contact Event Planner, Megan Anderson, at [workforcefair@gmail.com](mailto:workforcefair@gmail.com) by January 20, 2023 to make arrangements.

### New this Year

*For Platinum and Gold Sponsors: You will have the opportunity to present virtually to students during a lunch and learn series 1-2 weeks before the in-person fair (date to be arranged with the WorkForce Event Manager). Prepare a 30-minute presentation or interactive workshop to share company and opportunity information, navigate your company's hiring process, and discuss what skills and experience you're looking for in an intern or full-time employee. Include 5-10 minutes of advice on what recruiters are looking for from students at a Career Fair, and offer time for Q&A. This lunch and learn series will be promoted to students along with the fair details. Also included is a feature opportunity on the WorkForce Main Stage at the in-person fair. Prepare a 20-minute presentation or interactive workshop to share company and opportunity information with students and alums with the ability to conduct live in-person interviews at the fair.*

*All Sponsors & Employer Registration: If you would like to sponsor a non-profit organization, you may contribute an additional \$100 to your sponsor and/or registration rate and select the non-profit organization to attend for free.*

### Sponsorship Opportunities

*Sponsoring organizations are located in high-visibility and high-traffic locations and are the first booths students and alums will see upon entering the fair. Sponsoring organizations receive larger booths, and registration includes attendance and complimentary parking for 5 company representatives. Complimentary appetizers will be offered before and during the fair.*

#### Platinum Sponsor: \$2,000, Early Bird: \$1,500 (2 available)

Platinum Sponsorship covers the cost of parking for student and alums fair attendees. Sponsorship also includes:

- The registration fee
- Parking
- A large prime-location booth at the entrance to the fair
- Full-page color profile in the WorkForce Program
- Half page ad distributed to each vehicle that enters the lot
- Prominent logo signage at the event, as well as in the parking lot
- Sponsor gift

- Volunteer attendant for set-up
- Additional recognition and personal attention throughout the event and virtual and in-person opportunities for students and alums

### **Gold Sponsor: \$1,500, Early Bird: \$1,250**

Gold sponsorship includes the following:

- The registration fee
- Parking
- A large prime-location booth at the entrance to the fair
- Full-page color profile in the WorkForce Program
- Prominent logo signage at the event
- Sponsor gift
- Volunteer attendant for set-up
- Additional recognition and personal attention throughout the event and virtual and in-person opportunities for students and alums

### **Silver Sponsor: \$1,250, Early Bird: \$1,000**

Silver sponsorship includes the following:

- The registration fee
- Parking
- A large prime-location booth at the entrance to the fair
- Half-page color profile in the WorkForce Program
- Prominent logo signage at the event
- Sponsor gift
- Volunteer attendant for set-up

## **Registration Rates**

**Financial Services, Insurance Agency and Staffing Employers: \$750, Early Bird: \$650**

*“Financial services” and “insurance agency” employers are defined as organizations hiring for positions that are more than 50% commission based and/or require out-of-pocket financial expenses including test-taking. An organization is considered a staffing agency if it collects money as a result of placing students.*

**Corporate Employers: \$500, Early Bird: \$400**

**Government and Non-Profit Organizations: \$300, Early Bird: \$200**

*A government organization is considered a federal, state, and local government office. A non-profit organization will be determined by Section 501(c)(3) status.*

**Non-WAICU Graduate Schools: \$400, Early Bird: \$300**

**WAICU Graduate Schools: Free**

**Add-On Option- Access to Electricity: \$135**

*This is a fee set by Wisconsin State Fair Park (Note: Electrical Access is included with sponsorship)*

## **Registration Includes**

**Recruiters:** Registration fees allow for three company representative attendees. We are unable to accommodate more than three representatives per booth. Each organization is limited to three representatives.

**Booth:** Each employer booth is 10' x 10' and will include a 2 x 8 foot table and three chairs.

**Refreshments:** Complimentary appetizers will be offered before and during the fair.

**Parking:** Complimentary parking passes will be provided.

**Internet:** The State Fair Park Exposition Center offers complimentary wireless access.

## **Payment Options & Deadlines**

Payments by credit card and check are accepted. Credit card information may be entered through Handshake.

Checks should be made out to "Wisconsin Private Colleges Career Consortium" and mailed to:  
Megan Anderson, WorkForce Event Planner  
815 W. Rock Pl.  
Glendale, WI 53209

All fees must be paid in full by the registration deadline (Friday, January 20, 2023). Failure to submit full payment will result in forfeiture of registration and the booth space will be given to another organization.

## **Publicity to Students & Alumni**

In addition to promoting the fair widely to students and alumni of Wisconsin Private Colleges, UW Schools, and Wisconsin's Technical Colleges, WIPCCC will be directing students to the event in Handshake to research organizations and learn about opportunities with your organizations. You may update your employer description, opportunities for which you are recruiting, and employer representatives up until the date of the fair. Please see information from Handshake on how to make changes to your Career Fair Registration:

<https://support.joinhandshake.com/hc/en-us/articles/230916587-How-to-View-Edit-a-Career-Fair-Registration>

## **Shipping Displays & Materials**

Materials and displays may be shipped to a contracted warehouse that frequently serves organizations that visit the Wisconsin State Fair Exposition Center. Shipping instructions will be emailed to you from the vendor in January.

## **Questions**

WorkForce Questions, Including Employer Policies:

Contact Chris Szolyga, WorkForce 2023 Chair, at [cszolyga@carthage.edu](mailto:cszolyga@carthage.edu).

WorkForce Online Registration & Fair Logistics:

Contact Megan Anderson, WorkForce Event Planner, at [workforcefair@gmail.com](mailto:workforcefair@gmail.com).