

# Hosting a Library Job Fair



*with*

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&

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# Why a Job Fair at the Library?



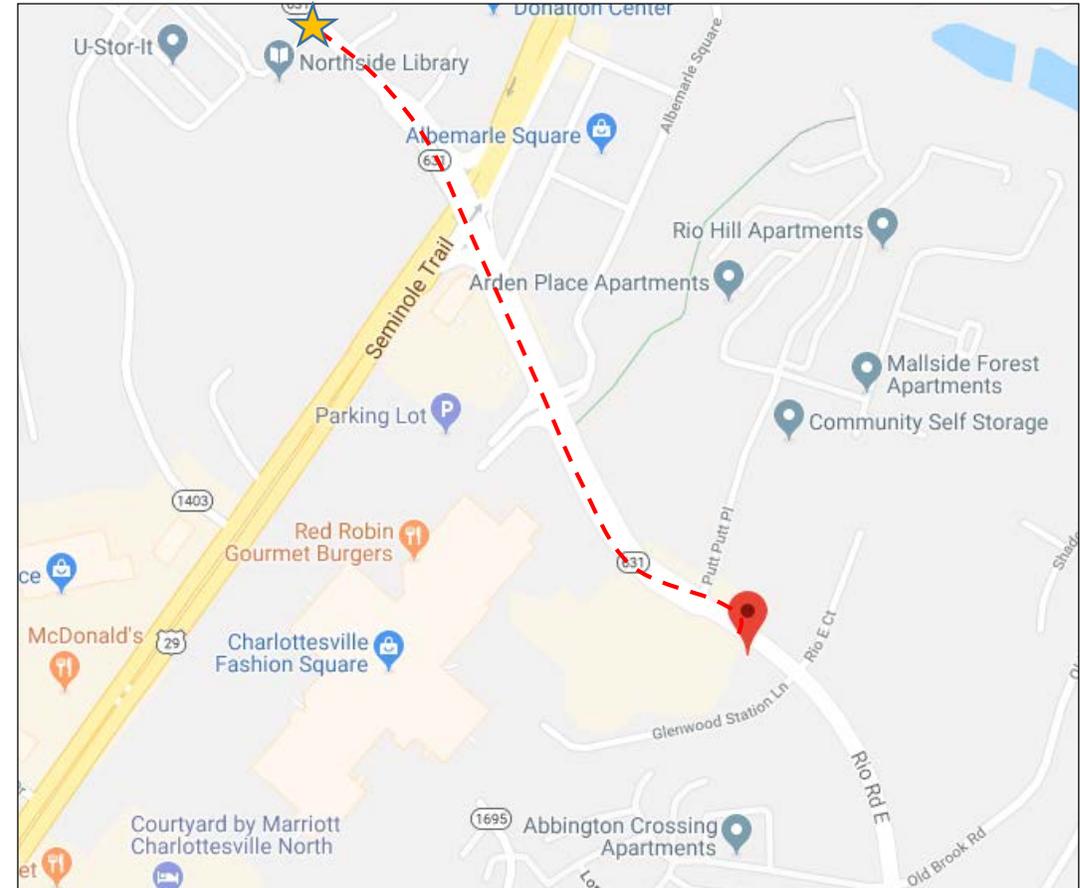
- 1.) Meets JMRL's mission of "enhancing the quality of life" in our community
- 2.) Draws new patrons to the Library
- 3.) Establishes contacts with local businesses and collaborations with Virginia Career Works  
(ex. Federal Application Workshop; Veterans Job Assistance)

# Virginia Career Works Charlottesville



**VIRGINIA**  
**CAREER WORKS**

944 Glenwood Station Lane  
Suite 103  
Charlottesville, VA 22901  
Phone: (434) 282-2594



# Why the Library? (From the Career Works Perspective)



## Benefits of Library-hosted Job Fairs:

- Additional promotion
- Walk-ins significantly increased
- Professional venue with plenty of space for research and planning
- Strong support from library staff
- Access to computers, printer and wifi\*\*
- Close proximity to Career Works where additional staff can provide resume and application support



# So What is Required of the Library



Identifies, invites local businesses

Provide staff at Job Fair (ex. 1pm Job Interview techniques Workshop)

Promote



Identify available dates in advance, and reserve Meeting Room

Set up/prep room to ensure max. # of attendees can be comfortably accommodated

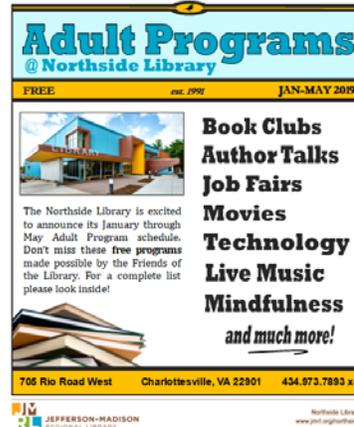
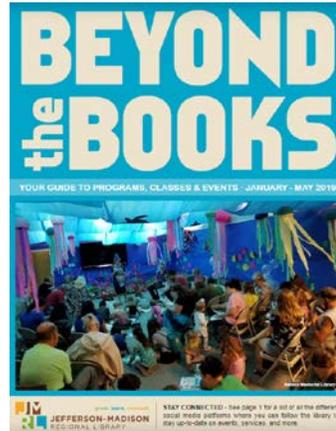
Direct interested employers to Career Works

Promote

# Promote, promote, promote!



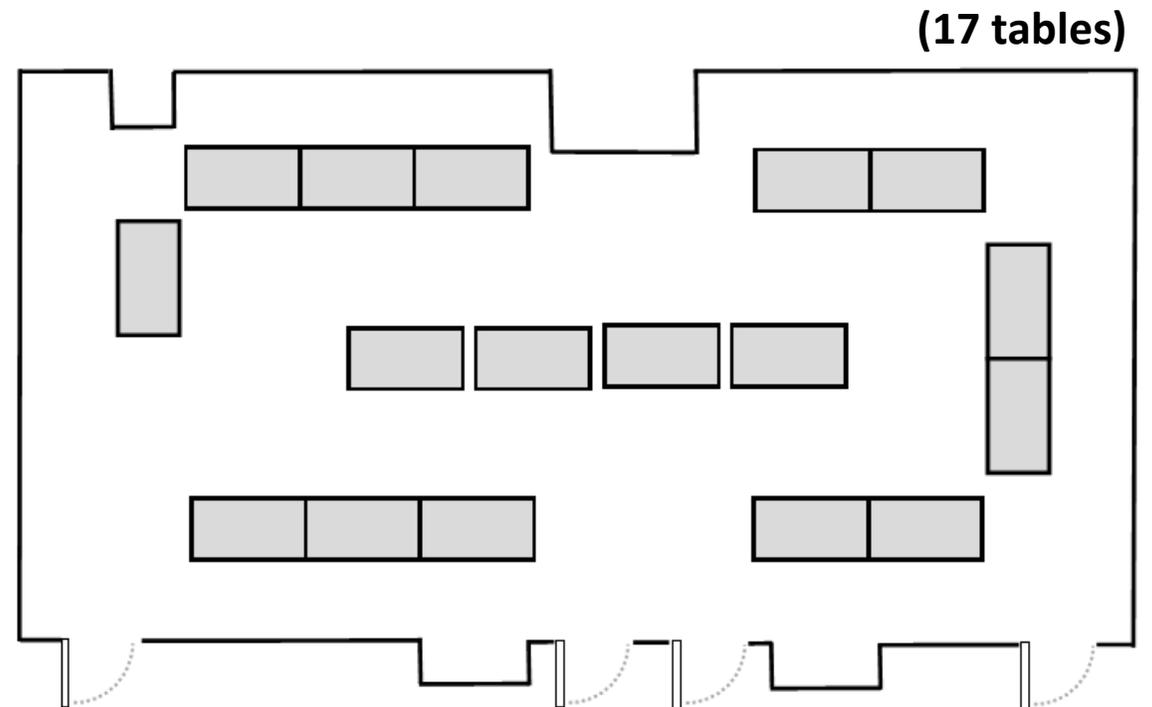
Radio, in-house, Beyond the Books, social media, word of mouth



# Consider Your Space/Challenges



**Things to consider:** Not blocking exits, flow of attendees, sufficient space for employers



# Accommodate



**Consider the employers**  
(without which you wouldn't  
have a Fair!)

Our fairs generally run 3 hours,  
so employers are grateful for  
refreshments (chips, water,  
granola bars, etc.)

# Employers (not comprehensive)



Retail – Hospitality – Government – Non-Profit – Food – etc.

RMC EVENTS  
Ambassadors



Walmart  
Distribution Center

NET<sup>100</sup>

Hallmark



GW Goodwin William  
STAFFING

UNIVERSITY of VIRGINIA

Justice

belk



VPS VIRGINIA PLUMBING  
SYSTEMS, LTD.



HOME<sup>2</sup>  
SUITES BY HILTON



people ready  
A TRUEBLUE COMPANY



COMMONWEALTH  
SENIOR LIVING  
*Welcome Home*



Marshalls  
YOUR SURPRISE IS WAITING

Western State Hospital  
Staunton, Virginia



USPS.COM

Plow & Hearth. Since 1980

The Arc  
of the Piedmont



aramark

VIRGINIA DEPARTMENT OF CORRECTIONS

ALLIED UNIVERSAL  
*There for you.*

# Employer Spotlight



The National Ground Intelligence Center is part of the United States Army Intelligence and Security Command

**Only accept applications at Job Fairs and via [USAjobs.gov](https://www.usajobs.gov)**



# Statistics



**First Job Fair at Northside: January 2018**

**Total # of Job Fairs to date: 15**

**Largest attendance: 169 (February 2019)**

**# of participating employers: 200**

**Themes: Generic; Construction; Retail**

**Avg. attendance: 101**

# Employer Testimonials



“We had several great candidates stop by our table at the last job fair and say that they came specifically to see us. That was awesome to hear, especially since our company is trying to rebuild our employer branding in the area.”

- *MusicToday*

“I always have excellent luck at Northside. Better than we had them at our old WFC location!... I have been able to hire in several new hires through the Northside Fairs. I actually send candidates right over to the stores for immediate interviews.... I had four this week that got interviews with the managers. I rely on these fairs.”

- *Goodwill*

“...these are very beneficial and we are very grateful and the last job fair at Northside went really well and we hope to interview at least 2 applicants if not all who applied.”

-*PaulDavid*

“I have attended all but one of the job fairs you offered at Northside Library and received some awesome contacts from them. I also made some wonderful employer contacts and partnerships.”

-*H&R Block*

# Job Seeker Testimonials



“I found the level of businesses present during the job fair were very diverse and receptive to myself and other applicant's. I handed out 5 resumes and received three follow-ups the next day... Keep doing what your doing and thank you.”

“I am following up with an interview next Tuesday with the Boys and Girl Club/Madison Va location and I just completed orientation with Marshals for a part time position start Monday with my training! I might end up with 2 part time jobs!”

“The job fair was very helpful in applying to NGIC being that they are only authorized to accept resumes/applications at job fairs and via USAJOBS.com. The job fair route allows you to bypass a layer or two of screening, thus helping your odds and saving weeks or months of delay. Most appreciated.”

# Questions?

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