

January 15, 2010

Dear Employer,

You are invited to attend our annual Spring Job Fair on **Tuesday, March 2, 2010 from 11:00 a.m. to 2:00 p.m.** at Terra Community College. **This year, there is no registration fee to participate!** Terra is partnering with FOX Toledo, its media partners; Northcoast Jobs Connections and Project HIRE to host the Job Fair. FOX will be offering video resume creation and Eagle 99 will be on-site with a live remote.

This Job Fair allows employers the opportunity to share information and to discuss career opportunities within your organization with our students, graduates and community members. We encourage you to come to promote all opportunities: Co-op, Internship, Seasonal, Part-time and Fulltime. There may also be students who want to meet you to ask questions about their chosen fields. We trust you will welcome their questions and offer your wisdom and assistance in their career development process.

Please note that we are inviting only those employers who are interested in meeting with our students, dislocated workers and community members. There will be cluster locations set for employers recruiting in specific fields (for example: Health Technologies, Engineering, and Seasonal Employees). We will be sending email invitations to all students and alumni. Plans are in place to advertise via radio, TV, and local print media to notify area dislocated workers.

We hope you will join us for the fair. Please email or FAX the attached registration form to 419-334-9035. Upon receipt of your registration you will receive a confirmation letter, campus map and other details about the Job Fair. The **registration deadline is Friday, February 12, 2010.** Space is limited to the first 50 businesses and registrations will be accepted in the order in which they are received. If you have any questions concerning the Job Fair, please call Joan Gamble at 419-559-2252. Thank you and we look forward to seeing you at the Job Fair.

Sincerely,

Joan Gamble, M.A.  
Coordinator of Career Services

Bonnie Nusser  
Director, Northcoast Jobs Connection

ENC.