

MN Education Job Fair Preparation

Part 2: Before the Fair

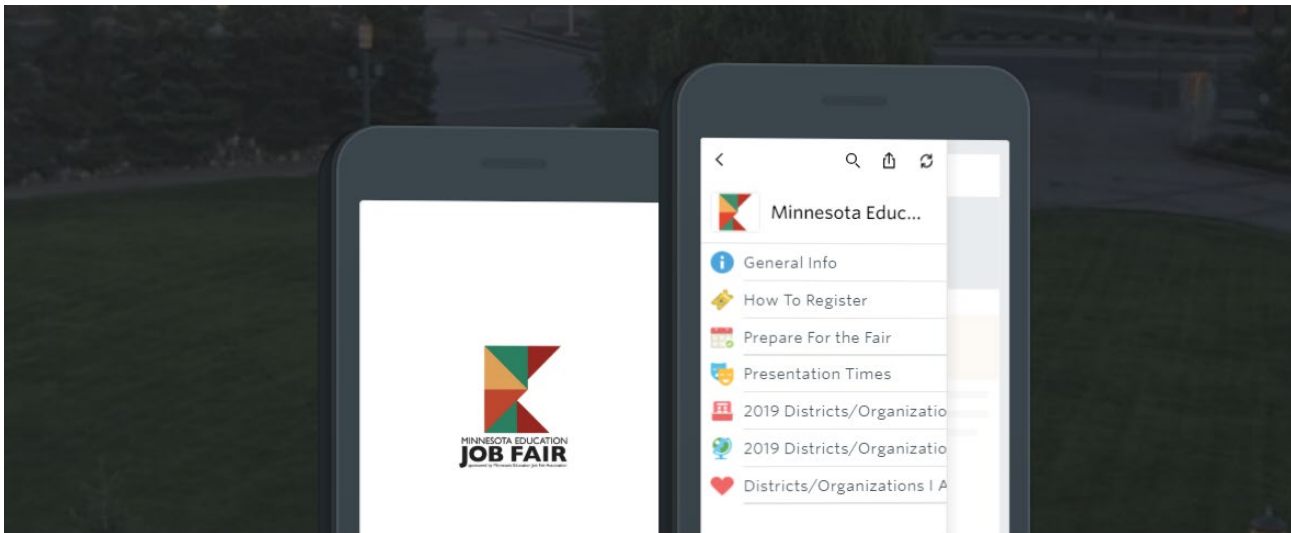


COLLEGE OF EDUCATION + HUMAN DEVELOPMENT

Before the Fair

Get the app! MNED Fair

<https://guidebook.com/app/mnedfair/>



ABOUT THIS GUIDE

Welcome to the 33rd annual **2019 Minnesota Education Job Fair!** Sponsored by the Minnesota Education Job Fair Association, 30 Minnesota colleges and universities invite you to network with over 200 school districts and organizations from across the globe.

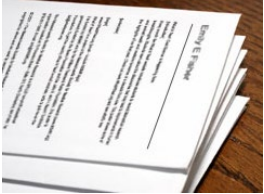
The fair is open only to students and alumni from the participating Minnesota colleges and universities. [SEE ALL](#)

AVAILABLE ON



Before the Fair

Gather Materials



Print multiple copies of your resume – around 20.



Use a writing pad/folio/bag to carry resumes, extra paper, and a pen.



Include a list of your priority districts with research notes gathered on each.

Hint: Don't overload yourself with too much to carry.



Before the Fair

Research Districts

- Review the list of participating districts at www.mnedfair.org or with the app.
- Research your priority districts and take notes. Understand their mission, students they serve, curriculum, and prepare questions for representatives.

Before the Fair

Introduction

- Name
- Background (education & co-teaching)
- Research on the district
- Preferred age range of students
- Passion for teaching
- Strengths as a teacher

Hi, my name is Job Seeker. I'm currently a masters of education student at the University of Minnesota and will be licensed in art education, K-12 this summer. I really appreciate your district's student-centered approach. I've had the opportunity to work in similar environments through my student teaching and found it to be a good fit for my skills and abilities. I am flexible, but would prefer to work with 10-12 grade...

Before the Fair

Build Confidence

- Share your story! Employers are excited to meet you and make connections between you and their districts.
- Practice your Introduction out loud with trusted peers, supervisors, or faculty.
- Identify your unique traits, strengths, and values you believe in.



Before the Fair

Dress for the Job

- Ask yourself “What do I want them to know about me?”
- Wear comfortable clothes and shoes.
- Test out your outfit for fit, feel and comfort.

Check our Pinterest!

<https://www.pinterest.com/hirecehd/dress-for-success/>



Before the Fair

Scheduling an Interview

- Visit www.mnedfair.org for districts who will interview the day of the fair.
 - >Click on “View 2019 Current Organizations”
 - >“List Districts/ Organizations Interviewing Onsite”
 - >“How to Apply for Interview”

Example:

Minnetonka Public Schools Minnetonka, MN

How to Apply for Interviews: Please stop by our booth, the morning of the event, to share your interest in scheduling an interview with our school district. Please bring your resume and references. Also, we encourage candidates to officially apply online through our online application at www.minnetonkaschools.org

Before the Fair

SAMPLE EMAIL


SEND Save Now Discard Labels ▾ Draft autosaved at 2:42 PM (0 minutes ago)

To

[Add Cc](#) [Add Bcc](#)















Subject

Insert: [Invitation](#) [Canned responses ▾](#)

 [\[Your name\] Resume.docx \(application/vnd.openxmlformats-officedocument.wordprocessingml.document\) 10K](#)

[\[Your name\] Cover Letter.docx \(application/vnd.openxmlformats-officedocument.wordprocessingml.document\) 10K](#)

[Attach another file](#)

B *I* U **T** ▾ **TT** ▾ A ▾ **T** ▾               [Plain Text](#)

Dear [Insert name of district representative],

[Insert elevator speech: My name is...] I'm planning to attend the MN Education Job Fair on April 15 and see that your district will be offering interviews on-site. I'd love the opportunity to interview with your district at the job fair. Please let me know if this would be a possibility so we can schedule a time. Attached you'll find my resume and cover letter for your review.

Thank you for your time and consideration,
[Your name]

Before the Fair

Interview Example

Create a list of your “rock star moments” – the times you did outstanding work in paid, volunteer, or involvement experiences.

Hint: The PAR (Problem – Action – Result) technique can help provide structure when sharing these experiences.

Before the Fair

Interview Preparation Strategies

- Identify your top 3-5 skills and qualities related to teaching.
- Prepare answers to interview questions focusing on your “rock star moments”, skills, and qualities.
- Connect your passions and experiences with the position and district.
- Rehearse and practice potential interview questions out loud or with a peer/ faculty/ supervisor/ career counselor.

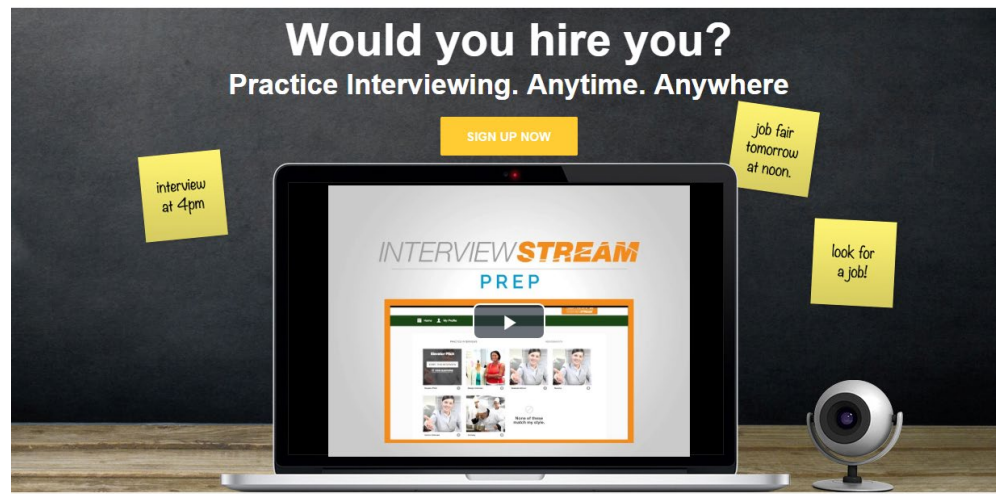
Before the Fair

Practice Interview Resources

<http://www.cehd.umn.edu/career/teacher/resources/>

(Scroll to "Interviewing" section)

- Teacher Interview Questions
- Videos of Interviews
- InterviewStream: <http://umn.interviewstream.com/>





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