

Construction Career Day

November 6, 2008 ■ Puyallup Fair Grounds ■ 8:30 am - 1:30 pm

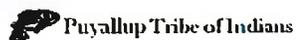
- **Try hands-on activities**
Roofing, carpentry, welding and more
- **Learn about equipment**
Tools, machines, techniques and more
- **Meet with professionals**
Managers, estimators, architects and more
- **Enjoy a free lunch**
Lots of free stuff, information and resources



Register online at:
BuildingYourCareer.com/ccd

For more information, visit us online at
BuildingYourCareer.com/ccd or contact
Kristi Grassman at (253) 404-3983.

Construction Career Day is presented by **Pierce County Construction Partnership**, and is generously sponsored by:



CCD Timeline

January:

- Confirm date of CCD
- Confirm CCD event location
- Update all forms and marketing materials (including website) with new date and information
- Prepare calendar of committee meeting dates
- Contact committee members with meeting dates, identify new committee members (NAWIC, Master Builders, etc)
- Plan date/location for kick-off CCD event
- Order supplies:
 - Folders
 - Labels
 - Business cards
 - Envelops
- Prepare and send out volunteer thank you cards

February:

- Sent out follow up sponsor packets with dvd's
- Research printing sponsorships
- Contact AGC for article in magazine
- Prepare budget
- Admin: Review and update media list
- Coordinate work teams
- Find contact for site design (CAD)
- Research costs for printing needed materials
- Research funding: Wells Fargo Foundation, Windmere Foundation, Lowe's

March:

- Send invitations for kick off
- Email activity forms to apprenticeship coordinators
- Recruitment of new sponsors
- Contact Rotary, Kiwanis, Puyallup Chamber
- Coordinate sponsorship in person visits, track

April:

- Begin working on volunteer recruitment strategies
- Recruit for activities and exhibitors
- Select food vendor
- Post-cards printed

May:

- Draft of site with space assignments, attach to website
- Complete press release

- Contact media

June:

- Coordinate with Puyallup Fire Department

July:

August:

- Evaluate signage send to printer
- Event security plan
- Contact Puyallup Police Dept
- Contact Media
- Recruit volunteers
- Coordinate insurance for event
- Sent certificate of insurance to fair grounds

September:

- Contact Schools-select registration liaison
- Contact donut/coffee sponsor
- Event Requirement form (fair)
- Recruit volunteers
- Order backpacks
- PPE for participants and volunteers
- Order lunches
- Admin: copies of surveys (exhibitors, students, school staff)
- Student prizes
- Schedule stuffing backpacks party

October:

- Sponsorship banners printed
- Public assembly permit (fair)
- Prepare volunteer assignments
- Prepare and submit memos
- Order golf carts
- Send out exhibitor information with site map and schedule
- Final count to caterer
- Exhibitor table tents
- School Rosters
- Confirm exhibitors and equipment
- Stuff backpacks

Construction Career Day Sub-Committees

1. Sponsorship/Marketing Committee

- Solicit financial support for the event.
- Create a marketing approach i.e. 5 second speech, PowerPoint, flyer etc. to market the event.
- Research and coordinate the purchase of “giveaways” for the event. Items could include: t-shirts, ear plugs, hardhat, bags and gloves.
- Ensure that all sponsors are sent a Thank you card for the contribution.

2. Location Design & Activities Committee

- Create site plan that details the location of all exhibitors.
- Ensure that each exhibitors is set up in the proper location depending on space and safety requirements
- Safety plan and monitoring the day of the event will be created and monitored by this team
- Coordinate with the Puyallup Fair grounds Fire Department for additional support.

3. Volunteer Committee

- Recruit volunteers to work the day of the event
- Volunteers will be need as greeters, floaters, lunch area etc.
- Quality control – checking in with all exhibitors on a regular basis ensuring that their needs are being met
- Assist with exhibitors with location awareness
- Ensure that the exhibitors have a location for breaks away from the crowd that has food and beverages
- Coordinate the set-up, tear-down and clean-up

4. Equipment Mobilization Committee

- Logistics for mobilizing heavy equipment i.e. off load and on load
- Day before the event at 12:00 coordinate set-up
- Day of from 2-6pm coordinate the on load
- Solicit the equipment and operators
- Coordinate with the “Location & Design team for space needs
- Coordinate with the volunteer committee for volunteers

Project Timeline

Work Team: Sponsorship/Marketing Committee

Team Lead: Peter Guzman

Date Assigned	Action	Person Responsible	Due Date	Date Completed
Before the event	Work with committee to identify and contact potential donors.	All committee members	Ongoing	
	Maintain a database of donors; communicate status to committee as often as necessary to keep everyone informed			
	Letter & packets Web page Forms Postcards	Kristi Kristi/Trudy Trudy Trudy		Completed; update as needed
	Create a marketing approach: Powerpoint Flyers for various audiences Banner	Kristi Trudy Trudy/Kristi		Completed Completed Completed
	Research and coordinate "giveaways" for the event: T-shirts Safety vests Ear plugs Hardhats Bags Gloves Safety Glasses	Trudy/Kristi Stacey A	Research completed CPTC committed to donation of bags	*Spokane to lend 400 hardhats
	Donated Prizes for Students?			
	Send marketing materials to schools	Kristi	September	
	Prepare press release *sent to City of Tacoma; Linda N to distribute	Kristi		Completed
	Meet with AGC, ABC, MBA to promote CCD			

During the event	Get photos of donors' contributions in action and/or visit with donors to ensure they are getting what they expected			
After the event	Ensure all donors are recognized and thanked for their contributions			
	Communicate impact of donations, if possible			

1st Goal: \$20,000 by July 15th
2nd Goal: \$20,000 by September 15th

Project Timeline

Work Team: Site Committee

Team Lead: **Mark Martinez**

Date Assigned	Action	Person Responsible	Due Date	Date Completed
Before Event	Work with marketing committee to identify and contact potential exhibitors			
	Maintain a database of exhibitors and a map of booths; communicate status to the committee as necessary to keep everyone informed			
	Work with table vendors, exhibitors, and equipment to set up the space			
	Create site layout/map; meet with Kristi and Sandy			
	Set up booths and equipment spaces-work with equipment coordinator, exhibitors, etc			
	Communicate and promote CCD to apprenticeship coordinators for their participation			
	Work with volunteer committee to set up an eating area			
	Work with volunteers to set up candlesticks, barrels, and construction fencing to route student and bus traffic			
	Create and distribute maps for routing buses and students on day of event			
During the Event	Work with volunteer committee to manage the indoor/outdoor activities			
	Work with team leads of the various committees to monitor the entire event			
	Work with table vendor,			

	exhibitors to tear down the space			
	Ensure all activities/exhibitors are recognized and thanked for their contributions			
After the Event	Work with the team leads of various committees to clear CCD out of fairgrounds			
	Connect with fairgrounds to ensure that everything is completed/cleared			

Project Timeline

Work Team: Volunteer Committee

Team Lead: Brent Masters

Date Assigned	Action	Person Responsible	Due Date	Date Completed
Before event	Identify various groups from which to solicit volunteers	*Rachelle @PSE will look to involve retirement community *Youthbuild, YBT, STA will have volunteers *Kristi Contact City of Seattle (retirees) *Michael and Rachelle will research other groups	8/28	
	Work with marketing committee and public relations committee to develop marketing materials to attract volunteers	*Trudy and Kristi will develop a volunteer flyer and marketing statement *Kurt will post flyer at Local 470 *Post flyers at Union halls *Bulletin boards at schools, colleges *Honor students, ROTC students	asap	
	Work with all committees to determine how many volunteers will be needed and where and when they should report for duty		9/30	
	Establish a method for communicating with volunteers before the event (newsletter, email)	Collect addresses Kristi to create distribution list	Start email news in Sept	
	Work with equipment providers to deliver and set			

	up equipment			
	Make a list of volunteer jobs needed	Kristi	8/28	
	Volunteer orientation job specific; break into groups			
During event	Work with site coordination and other committees as necessary to manage volunteers			
After event				
	Ensure that all volunteers are recognized and thanked for their contributions			

Goal: 400 Volunteers

Project Timeline

Work Team: Equipment Mobilization Committee

Team Lead: Sandy Winter

Date Assigned	Action	Person Responsible	Due Date	Date Completed
Before event	Work with CCD planning committee to identify potential equipment providers			
	Identify operators of equipment that will be donated for the event			
	Meet with Mark & Kristi to identify space needs and lay out			
	Maintain a database of equipment providers and a map of equipment space; communicate status to the CCD committee as necessary to keep everyone informed			
	Work with equipment providers to deliver and set up equipment			
During event	Work with site committee and volunteers committee to manage the equipment section			
After event	Work with equipment providers and site coordination committee to remove the equipment and tear down the equipment spaces			
	Work with the committee to ensure that all equipment providers are recognized and thanked for their contributions			



Schedule of Activities

Orientation: Each student will receive an event t-shirt (to be worn during the event), ear plugs, safety glasses and a hard hat. The Department of Labor and Industries will provide a brief safety orientation and students will be welcomed by members of the construction trades, local companies, and public officials.

Sessions/Rotation: After the safety orientation is complete, your group will be sent to their beginning activity. A horn will be sounded when it is time to move to your next station. You will receive an agenda of activities and a map to lead your group.

Lunch: Lunch will be provided for all students and chaperones. If you have any students with known food allergies, please advise them to bring their own lunch. As your group enters the lunch area they will return their hard hats and use their lunch ticket (nametag) to receive lunch. Each student will be given a bag full of construction related information and promotional items.

Bus drop-off and pick-up

Please have your bus drivers enter the Puyallup Fair at the **Green Gate** which is off 15th Avenue S.W. Upon entering the fairgrounds look for signage publicizing the event. Parking is available upon entry. (see map on web site)

Student and Chaperone Roster

Please make sure to register your students by October 15th, 2008 as name tags will be created for everyone. Students may register at www.buildingyourcareer.com/ccd.

Expectations of School Group Leaders:

Please register on the website under volunteers and select "school group leader".

- Recruit students to attend Construction Career Day, disperse and collect media releases and permission slips. Order transportation for your school.
- Participate fully in guiding your students throughout each of the activity areas.
- Two chaperones for the bus trip to and from the event.
- Names of all of your students via website registration by October 15th, so that there is an accurate number for name tags.
- Communication with your school Principal about who is attending.

Permission Slips/Media Releases

Please print off the Construction Career Day media release. Students may be asked to speak to the media (if they show up) and may be videotaped for a promotional video to be used at schools next year to promote the event. Please print media release forms from the Construction Career Day web site and bring them the day of the event.



**Schedule for Heavy Equipment, Inside Hands-on Demo, Outside Hands-on
Demo, Lunch
Construction Career Day
November 6, 2008**

8:30	Buses arrive; students assemble into orange, green, and yellow groups
8:40-9:00	Safety Orientation
9:15	Part 1 begins
10:15	Part 1 ends; groups rotate
10:30	Part 2 begins
11:30	Part 2 ends; groups assemble for lunch
12:00	Lunch ends; groups assemble for part 3
12:15	Part 3 begins
1:15	Part 3 ends; students board buses for departure
1:30	Buses leave

A map will be given to school chaperones day of event to include rotation schedule.



June 2, 2009

Dear Career Advisor,

Thank you for your interest in the 2nd Annual Construction Career Day. We look forward to offering students the opportunity to explore and experience diverse construction related careers. Enclosed is a DVD from last year's event for you to share with instructors and students.

Area professionals are enthusiastic about providing information and hands on activities to your students. We will have displays with information about training as well as college programs within the construction pathway. Students will be able to rotate to various activities and provided lunch. This event is FREE to all high school students.

Registration for students is available on-line at www.buildingyourcareer.com/ccd . Event information for educators as well as parents is also on the website. Please put November 5th on your school calendar and plan to register early. We will be accepting 1,000 student registrations this year and once we have reached that number, registration will be closed.

Feel free to contact me with any further questions you might have at (253) 583-8815 or kgrassman@pic.tacoma.wa.us .

Sincerely,

Kristi Grassman

Pierce County Construction Partnership Coordinator
4650 Steilacoom Blvd. SW Bldg 19
Lakewood, WA 98499
(253) 583-8815
(253) 583-8805 Fax

cc: Enclosures



Construction Career Day

P I E R C E C O U N T Y

Parent Permission Form/ Required for Student Participation

Please use a pen. Print and answer all questions

Student Name: _____ Address: _____

City: _____ State: _____ Zip: _____

Name of Emergency Contact: _____ Phone #: _____

Parent/Guardian Names: _____ Phone#: _____

School District: _____ Counselor/Teacher Name: _____

Dear Parent/Guardian:

Your son or daughter has indicated an interest in participating in Construction Career Days on November 06, 2008. The event will be held at Western Washington Fairgrounds from 8:30 a.m. to 1:30 p.m. Bus transportation to and from the event will be provided by participating school districts. Students will be accompanied by teachers, and other adult chaperones will be at the event. Lunch will be provided for everyone at the event.

As part of the event, your son or daughter will have the opportunity to participate in hands-on activities of construction processes which may involve the use of hand tools, power tools, and heavy equipment. Your son or daughter will be required to wear a hard hat provided by the event sponsors, to observe safety rules, to wear safety glasses when provided, and to follow directions given by the event sponsors and volunteers. In addition, student may be photographed and/or voice and/or video recorded for publicity purposes.

Please sign below to give permission for your son or daughter to attend this event. If under age of 18, a student must have a parent signature on this form in order to participate in this event

As the parent/guardian of: _____
STUDENT'S NAME (PLEASE PRINT)

I hereby give permission for my son or daughter to participate in Construction Career Days as outlined above. I assume any and all risk of damage or injury to his/her person or property and hereby release my student's school district and its employees; Construction Career Days planning committee, sponsors and presenters; from any and all claims or liabilities resulting from my son's or daughter's participation.

In addition, I hereby consent to the photographing of him/her and the recording of his/her voice, and the use of these photographs and/or recordings for advertising, publicity, commercial or other business purposes, free of charge. I understand that the term "photograph" as used herein encompasses both still photographs and motion picture footage.

I further consent to the reproduction and/or authorization by the Members of the 2008 Event Planning Committee for Construction Career Days and/or participating school districts to reproduce and use said photographs and recordings of my son's or daughter's voice for use as described above. Further, I understand that others, with the consent of the Members of the 2008 Event Planning Committee, may use and/or reproduce such photographs and recordings.

I hereby release the Members of the 2008 Event Planning Committee and any of their associates or affiliated companies, and my student's school district and any of its employees from all claims of every kind on account of such use.

Parent/Guardian Signature: _____ Date: _____

Student Signature: _____ Date: _____

Registration deadline is October 15th, after that date check for space availability.

NUMBER

JOB DESCRIPTION

- 15** have a basic knowledge of procurement laws and regulations, sources of supply and methods/procedures to purchase goods and services Due to the high volume of merchandise that is ordered for new construction, this becomes an essential support role in the office of a residential construction employer.
- 16** This person working in the residential construction industry installs, connects, tests, and maintains electrical systems. Working with blueprints to indicate the location of circuits, outlets, load centers, panel boards, and other equipment is an essential part of the job.
- 17** As part of the building trade industry this person works with concrete, which is one of the most common and durable materials used in construction jobs. Among the items masons construct are decorative patios, floors, and sidewalks.

Information Reference:

U.S. Department of Labor, Bureau of Labor Statistics – Occupational Outlook Handbook

NUMBER

JOB DESCRIPTION

8

This person must be able to maintain, diagnose, and correct problems throughout the entire heating, air-conditioning, and/or refrigeration systems. Although they are trained to do both functions, technicians often specialize in either installation or maintenance and repair. New technology, in the form of cellular "Web" phones that allow technicians to tap into the Internet, may soon affect the way technicians diagnose problems.

9

This person performs a variety of clerical tasks. This individual should be able to function well in a team environment, have good communication skills, be detail-oriented, and adaptable. The responsibilities may include operating office equipment, preparing mailings, answering telephones, taking inventory and other duties unique to the employer.

10

This person assists attorneys with their day-to-day functions. They organize and track files making documents available and accessible to attorneys. Specific duties differ based on where they are employed. For example, if specializing in real estate they may deal exclusively with contracts and mortgages.

11

The person holding one of these jobs is responsible for obtaining and reviewing information that will determine the creditworthiness of applicants. They handle mortgage loans, they are required to process the paperwork associated with the loan, plus order appraisals on property and set up escrow accounts where applicable when affiliated with the home building industry.

12

This person employed by a building contractor must perform a variety of tasks associated with new construction, such as framing walls and partitions, putting in doors and windows, building stairs, laying hardwood floors, and hanging kitchen cabinets.

13

The primary task of this person is to ensure that workers, equipment, and materials are used properly to maximize productivity. Responsibilities include: training new workers, meeting scheduled performance deadlines, managing quantity and quality of work, and maintaining an efficient and safe work environment.

14

This person continues to carry out the fundamental tasks of the occupation—prepare, analyze, and verify financial documents in order to provide information to clients. They record and analyze the financial information of the companies for which they work. Other responsibilities include budgeting, performance evaluation, cost management, and asset management. They are usually part of executive teams involved in strategic planning or new product development.

This person draws up purchase orders to obtain merchandise or materials. They should

NUMBER

JOB DESCRIPTION

1

This person working in the residential construction industry installs and repairs the water, waste disposal, drainage, and gas systems in homes. In addition, they also install fixtures – bathtubs, showers, sinks, etc. – and appliances such as dishwashers and water heaters.

2

This person operates a variety of equipment used at residential construction sites. They may sort finished products, keep records of machine processes, report malfunctions to operators, and clean machinery after use. In addition, they may also assist other craft workers in performing their duties.

3

It is the responsibility of this person to ensure proficiency and accuracy related to the preparation and distribution of employees wages. In the residential construction industry, management, independent contractors, and support staff require the services of this position. The person is also required to research and correct discrepancies or errors connected with payments made to employees.

4

An essential feature of every newly constructed home is the yard. This person affiliated with residential construction transport and plant vegetation. They also mulch, fertilize, water, and prune flowering plants, trees, and shrubs, and mow and water lawns.

5

It is the responsibility of this person to obtain the highest quality merchandise at the lowest possible cost for entities such as the residential construction industry. They purchase goods and services for the employer. These services include the purchasing of building materials and identifying suppliers.

6

This person's primary duties are to interest buyers and purchasing agents in their merchandise. Individuals engaged in the sales of machinery, equipment and supplies frequently sell to the residential construction industry. The ability to work well with customers is an essential responsibility to enable addressing any client questions and concerns.

7

This person provides professional services to individuals and organizations planning a construction project. They may be involved in all phases of development, from the initial discussion with the client through the entire construction process. Their duties require specific skills—designing, engineering, managing, supervising, and communicating with clients and builders. Although they have traditionally used pencil and paper to produce design and construction drawings, they are increasingly turning to computer-aided design and drafting (CADD) technology for these important tasks.

Licensing requirements include a professional degree in the field, a period of practical training or internship, and passing all divisions of the Registration Examination.

CAN YOU MATCH IT?

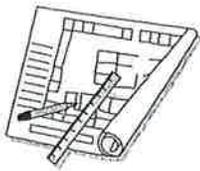


Match the job description to the occupation title.

Find the job description on pages 2 & 3 that best describes the occupation on page one. Each job description has a number. Place the job description number in the box next to the occupation.

OCCUPATION

Account/Auditors	
Architects	
Buyer	
Carpenter	
Electrician	
First Line Supervisor	
Heating, Air-Conditioning & Refrigeration	
Helper	
Landscaper	
Loan Clerk, Credit Authorizer/ Checker/Clerk	
Manufacturer's and Wholesale Sales Representative	
Mason	
Office Clerk	
Paralegal	
Payroll Technician	
Plumber	
Procurement Clerk	



LET'S TALK CONSTRUCTION

Instructions: Each construction term on this term list has a number. Place the number on the line above the definition to match the definition with the correct construction term. These terms also form a great residential construction vocabulary list!

1. _____

supporting beam: a horizontal beam that supports the weight of the wall above a window or door

2. _____

length measurer: a long roll or strip of fabric, plastic, paper, or thin metal that is marked off in inches or centimeters and used for measuring

3. _____

supporting beam: any of the parallel beams of wood, metal, or concrete that support a floor, roof, or ceiling

4. _____

window projecting from roof: a window for a room within the roof space that is built out at right angles to the main roof and has its own gable

5. _____

sloping roof support: any of the sloping supporting timbers, beams, or boards that run from the ridge beam of a roof to its edge

6. _____

layered board: a type of board made by gluing and compressing thin layers of wood together with the grain of each layer at right angles to the layer next to it

7. _____

peak of building's side wall: the triangular top section of a side wall on a building with a pitched roof that fills the space beneath where the roof slopes meet



8. _____

support something with load-bearing members: to support or strengthen a roof, bridge, or other elevated structure with a network of beams and bars

9. _____

flat surface on building: the flat horizontal surface immediately below the edge of a roof

10. _____

flat plate reinforcing a joint: a flat, often triangular plate, usually of steel or plywood, used to connect and reinforce a joint where several members meet at different angles, for example, in a pitched roof

Construction Terms List

- 1 **Dormer**
- 2 **Fascia**
- 3 **Gable**
- 4 **Gusset**
- 5 **Joist**
- 6 **Lintel**
- 7 **Plywood**
- 8 **Rafter**
- 9 **Tape Measure**
- 10 **Trusses**



Source: MSN Encarta

CCD 2009 General Volunteer Orientation

1. Welcome to Pierce County Construction Career Day - please make sure you have signed the Volunteer Sign in sheet.

2. Quick Overview “Flow of the Day”

- ✓ Student busses will begin arriving at 8:00am. Prior to getting off the bus students need to sit through a safety orientation. Once orientation is complete they will receive their backpacks and must be directed to the gate with Teachers/Chaperones.
- ✓ The day and the students are divided into 3 basic areas marked and colored coded. A, B, C and LUNCH AREA. A-Heavy Equipment = White, B-Hands-On Activities = Black, C-indoor activities = Yellow.
- ✓ Student Rotation into each of the areas will begin promptly at 8:30am. There are 3 rotations with each rotation lasting about 50 minutes. There will be a horn that will sound between each rotation.
- ✓ Lunch will begin at the end of rotation 2. Each color group of students will rotate into the LUNCH AREA in 15 minute increments beginning at 11:00 am. Lunch ends at 12:00pm and the 3rd and final rotation will begin at 12:10pm and end at 1:10pm.
- ✓ Students will then begin to load on their busses and end of rotation 3. (1:10pm)
- ✓ From 1:30pm to 2:30pm if interested volunteers will have an opportunity to participate in any of the activities in areas A, B and C.

(As you can see we have a very full and active day planned)

3. Brief Safety Review:

- ✓ You have a list of the Event Coordinators and ER numbers on the back of your name tags
- ✓ Fire Extinguishers are located throughout the fair grounds
- ✓ First Aid Station is located next to the Tacoma Fire Department Truck

- ✓ First Aid Kits are at the Exhibitor Booth located in the Rabbit & Poultry Barn
- ✓ Bathrooms are located throughout the Fair Grounds
- ✓ Hard Hats must be worn at all times in the heavy equipment area
- ✓ Safety glasses must be worn at all times in all of the activity areas
- ✓ There are donuts and coffee in the volunteer office available from 7:00-10:00am.

4. Photo Release/Distribution of Volunteer Vests:

- ✓ Parts of the today's event will be photographed and/or video taped. We need to have all Volunteer sign a photo release form. Once your photo release is signed you can pick up your vest. Your volunteer vest must be worn at all times so that the students and exhibitors will be able to identify volunteers if they need any assistance.

5. Assign and send volunteers to Various Areas:

- ✓ Volunteer will be needed throughout the day in several areas doing various tasks. If you signed up on-line you may already be assigned to a particular area.



Bus Orientation

Welcome to the Pierce County Construction Career Day. Today you have a unique opportunity to run equipment, use construction tools, and ask questions of experienced construction professionals.

You are at the bus drop-off and loading site. We have provided students with a (black, yellow, green or white) back pack containing personal protective equipment (ear plugs, safety glasses, and an orange safety vest) along with your event schedule. Your back pack is the same color as your rotation schedule.

All attendees are required to wear a safety vest and safety glasses at this event. Student vests are orange, instructors/chaperones are orange with reflective stripes, and volunteers will be wearing green. Please put your vest on immediately.

Your tour will consist of hands-on activities with construction tools, exhibits, and equipment operation. Your group will spend a specific amount of time at each event. Highly skilled construction professionals will assist you on the operation of the equipment. Please do as they tell you and touch only those controls that you are instructed to touch.

Safety Instructions: (On Bus, 1 minute or less)

SAFETY, SAFETY, SAFETY: Your safety, including the safety of everyone around you, is most important of all. The Pierce County Construction Career Day is like a big construction site. **BE SAFE!!**

- Any horseplay or unsafe activities will **not** be tolerated.
- Instructors and chaperones you are responsible for the behavior and safety of your students! (emphasize)
- When you exit the bus, Instructors and **chaperones must stay with and keep your group together** at all times. And within voice distance of your group. (If chaperones leave their group/group will be dismissed from the event)
- Closed toed shoes are required in the heavy equipment and hands on activities areas.
- Construction vests and safety glasses are required for everyone at all times
- Hard hats, safety glasses and ear protection are required in the heavy equipment area
- The guides have volunteered their time today so please treat them and all the other volunteer staff here today with courtesy and respect
- First Aid station is next to the City of Tacoma Fire Department exhibit in area B
- This is a non-smoking facility and is strictly enforced for students & chaperones.
- If you have any problems or concerns please contact someone in a bright green vest.
- **Failure to follow any of the Construction Career Day rules will result in you being sent back to your bus for the remainder of the event.**

Overview of Event: (On Bus, 1 minute or less)

- There are four different activity areas. You will approximately spend 45-50 minutes per area; listen for air horns and announcements to rotate.
 - A. Heavy Equipment
 - B. Hands on Activities
 - C. Indoor Activities
 - D. Video Apprenticeship Presentation & scones
- Lunch is provided for students and chaperones. Turn in event surveys in order to receive your lunch and to be eligible for scholarships and prizes. (I-Pod, I-tune cards, etc.)
- Restrooms are located throughout fairgrounds.
- Think safe, be safe. Have a great time and thank you for coming. Let's go!
- Lead them outside to get their back packs



Construction Career Day

P I E R C E C O U N T Y

2009 Sponsors

Air Systems Engineering, Inc.
AGC
Bates Technical College
Brundage Bone
Ceccaniti
Centennial
CITC
City of Tacoma
City of Puyallup
Conco Pumping
Home Depot
IUPAT DC 5 Apprenticeship
Kuker Ranken, Inc.
Laborers Local 252
Lakeside Industries
Land Surveyors' Association of WA
NECA / IBEW 76
Northwest Cascade Inc.
Northwest Laborers Training & Trust Fund
Operating Engineers, J.A.T.C
Pierce County Building & Construction Trades Council, AFL-CIO
Pierce County Roofers J.A.T.C
Petersen Bros., Inc.
Pierce County Construction Partnership
Pierce College
Pierce County Public Works
PPI Group
Puget Sound Energy
Puyallup Forza Coffee
Scarsella
Safety & Supply Company
Sefnco Communications
SCS Consulting
Sound Transit
Star Rentals
Sumner Woodworkers
Tacoma Housing Authority
Tacoma Public Utilities
Tucci & Sons
U.S. Navy
WALECET
Walsh Construction
Washington Building & Construction Trades
Western WA Masonry Trades
Western WA Cement
Masons Training Institute
Woodworth
Workforce Development Council-Pierce County
Woodworth & Company
WSDOT

Dear Industry Partner,

Thank you for your consideration in participating in the 3rd Annual Pierce County Construction Career Day at the Western Washington Fair Grounds on October 14, 2010.

As a local contractor or industry professional group, you value economic growth and workforce development in our community. The goal of this event is to expose 1,000 high school students to the diversified construction careers while showcasing the rewards of being part of the construction industry. This event will provide young people with a hands-on learning experience and highlight the multi-faceted world of building and construction. We invite you to view the enclosed DVD featuring highlights of last year's event.

You in supporting this event as a sponsor, or sending volunteers, will help to make this event a tremendous success. Thank you again for your help and support for this activity. If you would like to recommend another company or organization to help with this event, please contact us via the information listed below.

You may also visit our website at www.buildingyourcareer.com/ccd.

Sincerely,

Kristi Grassman

Kristi Grassman
WorkForce Central
Pierce County Construction Partnership
(253) 583-8815
kgrassman@workforce-central.com

Cc: Enclosures



The Pierce County Construction Partnership is preparing to host up to 1,200 students from all areas of the Puget Sound Region at the 3rd Annual Pierce County Construction Career Day event on November 6, 2008. Both volunteers and financial sponsors are needed to provide activities, equipment, and meet our expected costs to host this unique, fun, and hands on exploration of careers in the construction industry.

We are encouraging contractors and construction workforce stakeholders to support this event which gives students the opportunity to explore careers in construction. We are in need of sponsorships to meet our expected budget for expenses. The expense budget is used to provide transportation for schools lacking funds for buses, student lunches, student safety equipment such as hard hats, glasses, safety vests, a DVD of the event, promotional costs, and much more. We have Sponsorship opportunities available. Each level provides your company with recognition exposure in publications, on web sites, and the Construction Career Day DVD.

Look over the attached sheet to review the sponsorships and use the form below to send us your sponsorship information. This event will make an impact on students, administrators, legislators, as well as our own industry. With your help and sponsorship, the 2010 Pierce County Construction Career Day will continue sending the message to students that the construction industry has many career choices. If you have questions or need more information, contact Peter Guzman at the LEAP office at 253-594-7933 or pguzman@cityoftacoma.org; or Kristi Grassman at the Pierce County Construction Partnership Council office at 253-583-8815 or kgrassman@workforce-central.org.

Sponsorship Form for Pierce County Construction Career Day

Return by September 30th to be included in publications

Name: _____ Title: _____
 Company: _____ Address: _____
 City: _____ State: _____ Zip: _____
 Phone: (____) _____ Fax: (____) _____
 Email: _____

**Circle Sponsorship Level: Bronze Silver Gold Platinum
 Diamond**

Make Checks Payable to: WorkForce Central-CCD

Mail or fax this form to:

Pierce County Construction Partnership
 4650 Steilacoom Blvd. SW Bldg. 19
 Lakewood, WA 98499

Fax: 253-583-8805 Toll Free: 1-800-999-8168

Credit Card VISA MasterCard Card

Number: _____

Print Name as on Card: _____

Expiration Date: _____ CVC: _____ Signature: _____





Diamond \$5,000.00 and above

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- **All the Platinum, Gold, Silver, and Bronze recognition PLUS**
- **Platinum Poster Recognition**
- **Company Logo on the PCCD Trailer**
- **Special Thanks and Recognition on the PCCD Website**

Platinum \$2,500.00

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- All the Bronze, Silver and Gold recognition PLUS
- **Diamond** Poster Recognition in the VIP Area, WITH LOGO
- **Diamond** Poster Recognition – Indoor Activity area – WITH LOGO
- Premium Signage Placement – LOGO Banner in Arrival Area
- Special Thanks and Recognition in the Pierce County Construction Career Days Publication

Gold \$1,000.00

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- All the Bronze and Silver recognition PLUS
- Gold Poster Recognition - VIP Area
- Gold Poster Recognition – Indoor Activity area
- Logo and Name on the PCCD Web Site

Silver \$500.00

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- All the Bronze recognition PLUS
- Silver Poster Recognition – VIP Area
- Company Name listed on the PCCD Web Site

Bronze \$250.00

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- Event Poster Recognition
- Complimentary membership to Construction Partnership
- Company listed on the 2009 CCD Video
- Hang Company Banner at Fairgrounds
- Company Promotion in student backpack (provided by the company)
- Recognition in the Construction Career Days Publication and Newspaper
- PCCP Web Site

Don't Forget!

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Sponsors must confirm by September 30, 2010 in order to be included in event publications.



October 27, 2009

Dear Construction Career Day Exhibitor:

Thank you for your participation in the 2nd annual Pierce County Construction Career Day. We look forward to providing an educational and enjoyable experience for the students who are attending this event. With your help, we will inspire them to consider rewarding careers in the construction industry as they make their future plans.

Here are some specific details about the day:

- Our event will be held at the Puyallup Fair Grounds-**Green Gate**.
 - **Exhibitor check in is located in section B (rabbit & poultry barn).**
- We encourage booth set up on November 4th. Hours for load in are from 9:00 am-6:00 pm. Green gate will be open on November 5th at 6:00 am; exhibitors may set up until 7:30 am.
- Companies, who wish to hang a banner, may bring it with them at set up.
- Exhibitor orientation is at 7:45 am in area to which you are assigned.
- We encourage booth set up to be completed by 8:00 am; students will report to designated starting areas promptly at 8:10 am.
 - Student event starts at 8:10 am – 1:00 pm
 - Veteran event starts at 1:00 pm – 3:00 pm
- There will be four sections (A, B, C, & D) in which the students will spend approximately 50 minutes each. We will send you confirmation of which section your booth will be located based on your needs, by October 31st. You will also receive a map of the fair grounds.
- Power is available to those who have indicated that need, however you must supply your own extension cords and surge protection.
- There will be 24hr security November 4th-5th however neither the Puyallup Fair nor Construction Career Days shall be responsible for unprotected equipment.
- Lunch will be provided by Longhorn BBQ.
- One (or more upon request) 6 ft table and 2 chairs will be provided. There is space behind, or to the side of your table for high back displays.
- Booths are approximately 10x20, 20x20, or 20x30 and have been assigned according to request. If you have not filled out the vendor information form that was emailed to you, please do so, and return to kgrassman@workforce-central.org

**Schedule for Heavy Equipment, Inside Hands-on Demo, Outside Hands-on
Demo, Lunch
Construction Career Day
November 6, 2008**

8:30	Buses arrive; students assemble into orange, green, and yellow groups
8:40-9:00	Safety Orientation
9:15	Part I begins
10:15	Part I ends; groups rotate
10:30	Part 2 begins
11:30	Part 2 ends; groups assemble for lunch
12:00	Lunch ends; groups assemble for part 3
12:15	Part 3 begins
1:15	Part 3 ends; students board buses for departure
1:30	Buses leave

- Each exhibitor must keep tools, equipment, and display areas safe for themselves and the general public. All exhibitors must keep tools, equipment, display areas, and demonstration vehicles secure. In the case an injury occurs, please report immediately to the event organizers.

There will be volunteers available to help with set up as needed. Please let me know if there are any questions or concerns about the day.

We look forward to a great event! Thank you again for your support and participation.

Sincerely,

Kristi Grassman

Pierce County Construction Partnership Coordinator

kgrassman@workforce-central.org

CCD Onsite Contacts:

Kristi Grassman	(253) 232-0531
Mark Martinez	(253) 241-2564
Peter Guzman	(253) 732-7702
Peter Lahmann	(360) 870-0706
Trudy Poole	(253) 219-7867

Construction Career Day November 6th, 2008
www.buildingyourcareer.com/ccd

- 950 Students in attendance
- 30 Hands on activities
- 25 Exhibitors
- 30 Pieces of Heavy Equipment

Here's what people are saying:

Just wanted you and all who worked on the apprenticeship event, how much we enjoyed your apprenticeship event. Our students learned so much and so did we! We lucked out on the weather, too. After we boarded the bus, the rain just poured all the way back. Thanks so much for all your effort and we'll look forward to next year! **Dee Adams-Centralia HS**

I just want to thank you for all your hard work. The students and teachers were both very impressed. Especially nice was the way the different adults called the students over and started telling them about their work and the qualifications to get in. At first we were kind of just wondering but with the companies taking charge it worked out great. I have some great photos that will go on our website tomorrow. www.willapa.wednet.edu then under high school. Thank you again that must have been outrageous difficult to pull together with so many students and so many organizations. **Ann Taylor-Willapa Valley High School**

I was very impressed with the event. We will certainly be back next year. I mentioned in my evaluation that a "passport" that the students carry with them would be helpful. Here is an example of one from a previous event. Thanks again. **Mike McEvilly, P.L.S-Sitts & Hill Engineers, Inc.**

CONGRATULATIONS to you and your staff on such a successful Construction Career Day! In particular, it was your first one and I believe also the largest of the construction career day events (in number of attendees) in Washington so a triple pat-on-the-back to you!!! We - the exhibitors and many other volunteers I talked to - were extremely impressed with how well and smoothly everything went. The exhibitors were very happy with the amount of exposure and interaction we had and the flow of attendee traffic. We were also pleased with the overall level of politeness and respect that these students showed. **Lena Wang-Labor & Industries**

Thank you for a wonderful day yesterday. The students were very engaged and impressed by how much "hands on" there was to experience. The weather cooperated for the most part, lunch was tasty and all the presenters I spoke with were GREAT! **Sheri Hemold-Sumner HS**

I just want to commend everyone for an OUTSTANDING "Construction Career Day" ! It was AWESOME! Students were surprised and amazed at all of the heavy equipment and diverse occupations represented! More importantly, the ability to participate in "Hands On Activities". All of our students LOVED it! They rated it the BEST EVER! Again, JOB WELL DONE! And a Big Thank You to all involved in making this happen! **George Aszklar-Bethel HS**



Construction Career Day PPE station



Construction Career Day-Tile setting



Career Day Trailer that holds all of the safety equipment for the events.