



Purpose:

- Opportunity to set the scene and expectations of SSEP for students
- Enables students to meet all employer partners including those they won't necessarily be engaging with in the classroom
- Enables employers to meet students and get a better understanding at what level to 'pitch' their language and activities
- Students are familiar with employers and purpose of SSEP before they come into the classroom for the first time

Set-up:

- All students and employer partners should be involved (invite employer partners at least 3-4 weeks in advance to maximise the chance of their availability)
- School hall or gym is an optimal space
- Set up 'stations' around the room for each employer partner with a desk (similar to a career's expo). Encourage employers to bring brochures, promotional material or items to touch or use as demonstrations when talking to students
- Set up enough chairs at the front of the room for each business representative facing the student group

Resources required:

1. **Desks and chairs** as above
2. **Microphone** (some employers will not be confident speakers or good at projecting their voices)
3. **Data projector**
4. **Download from the ENGAGEMENT section of the SSEP Resource Centre**
 - *SSEP Student Meet & Greet PowerPoint presentation*
 - *Introducing students to SSEP video*
 - *Student Meet & Greet Employer Interview Questions* (2 copies for the students selected to interview the business representatives)
 - *SSEP Student Meet & Greet Worksheet* (photocopy off one for each student to use when breaking out to speak with employers)
5. **Students will need a pen**

Secondary School Employer Partnerships

STUDENT MEET AND GREET TEMPLATE

***NOTE TO PRESENTERS:** Before the employers come in identify two students to come up and take turns interviewing the employers. They can mix the questions up or ask some of their own if they want/feel comfortable. Keep interviews to 2 minutes per employer max.

Run Sheet (55 mins total)

(20 minutes)

1. Students welcome the employers into the school (e.g. waiata, round of applause)
2. Teacher runs through the *SSEP Student Meet & Greet Presentation* – what is SSEP etc. and play SSEP student video
3. At the ‘Introductions’ slide, invite the pre-selected students up to interview a representative from each of the employer partners (using the *Student Meet & Greet Employer Interview Questions*)
4. At ‘Student-Employer Meet & Greet’ slide invite Employers to spread out to their designated areas, *SSEP Student Meet & Greet Worksheet* handed out to students
5. Leave ‘Meet & Greet question ideas’ slide up for students to refer to

(30 minutes)

6. Students invited to go to the first employer they would like to meet and move around once they have their questions answered (each student should engage with at least 3 employers). Remind students to introduce themselves and shake hands with employers.

(Wrap up)

7. Wrap up and thanks to employers

