

## **Request for 2003 Women In Trades Fair workshop presentations**

For the first time we are asking for a formal submission of workshop ideas for the 2003 Women In Trades Fair. We want workshop presenters to have a clear understanding about what we want from the workshops, and what we offer to workshop sponsors. Hands-on workshops are what makes the Women In Trades Fair so popular with attendees. The hard work that our workshop presenters do to put on an interesting, informative workshop deserves recognition and appreciation. We thank you!

We ask that each workshop have:

1. A hands-on experience for the attendees to do themselves
2. One or more presenters that are tradeswomen
3. At least two and not more than 10 workshop presenters
4. Present experiences that are relevant to trades career
5. Material offered that connect the workshop experience to careers and/or training opportunities

In return for this, workshop presenters receive:

1. Recognition for sponsoring your workshop in the Fair program, given to the over 1200 women and girls that attend the Fair
2. Business card-sized ad in the program
3. Free t-shirt and lunch for your workshop presenters
4. An opportunity to educate women and girls about your program in a targeted way

## **Women In Trades Fair Workshop Application**

Yes! Our workshop will fit the guidelines outlines above. Please consider our workshop for the 2003 Women In Trades Fair.

Name \_\_\_\_\_

Trade/ Company/ Organization \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

Describe your hands-on workshop; what will the participants be doing? What tools will they use? How is the task relevant to your trade?:

Names and titles of presenters:

What written material or hand-outs will you offer to provide additional information about careers in your trade?

Submit to Oregon Tradeswomen, Inc. by March 15, 2003. Workshops will be selected by March 30<sup>th</sup>.

Fax: (503) 249-0445

Or mail: 1714 NE Alberta, Portland, OR 97211