

# EMPLOYER FACT SHEET

## Guest Speakers

### A fact sheet for employers

Using **Guest Speakers** to support learning is a structured Career Awareness activity in which youth or young adults listen to a presentation to learn about the speaker's organization, careers and industry and ask questions to help them consider whether they might like to pursue an opportunity in that industry. Guest Speakers can also address core academic or technical concepts, or support an activity currently underway in the Intern & Earn Program. Guest Speaker presentations are conducted at the school or organization and involve preparation and follow-up, including research and reflection by youth. In some cases, guest speakers may "visit" a classroom or workshop electronically via Skype or some other technology.

**Program Level:** All

**Employer/Youth or Young Adult Ratio:**  
1 to 20+

**Duration:** 60 to 90 minutes

**Frequency:** One time

**Location:** At the school/organization

**Costs:** Staff release time

**Special Considerations:** Employee selection Company volunteer policies and practices.

### Why is hearing from a Guest Speaker important for youth and young adults?

- Provides a context for learning and fosters an understanding of how academic and technical concepts are applied in a real-world setting.
- Provides exposure to an adult professional who can inspire pursuit of a particular career (especially if it's "someone like me").
- Promotes awareness of careers and builds occupational knowledge.
- Builds awareness of the education and training needed for particular jobs and entry into the industry.
- Creates awareness of the business's role in the community, as well as its functions, processes and products.

- Helps your employees understand and practice how to communicate with the next generation of workers (and customers).
- Provides a way to introduce and engage multiple employees with your commitment to youth and young adults and connect your company with the community.

### What do I need to do next?

- Contact your Intern & Earn Program representative to learn more.
- Arrange for a presentation to those of your employees who might be interested in guest speaking and seem to be a good fit for the job.
- Consider any impacts on company policy.

### What are the benefits to my company? Resources

- Exposes potential future workers to job opportunities and careers with your company.
- Exposes youth and young adults to the skill needs, educational requirements and the full range of career opportunities in your industry.
- Promotes an understanding of the role and contributions of your business.
- Introduces youth and young adults to your employees and vice versa.

- Distribute the *Guest Speaker Tip Sheet* to interested employees.
- Review the *Professional Skills* fact sheet.
- Review *Employer Participation Options: Career Pathways and Your Company* to learn more about how to get the most out of your partnership with New York City's Department of Youth and Community Development programs..