



The Business and Education Talent Readiness Project

"Weaving the Fabric of Economic Success"



- I would like to participate in the recording of an online presentation concerning types of jobs available and the need for employees with STEM (Science, Technology, Engineering, and Math) and other skills needed for our organization to be successful.
- I understand that a streaming media file will be created by this effort, and that it will reside on the BETR Project server to assist in the sharing of knowledge, and improvement of educator's knowledge and understanding of real-world need.
- I also understand that these streaming media files will be viewable by students, and the public at large.

Would your company be willing to allow your corporate branding (logo) to be visible on the web site?

Yes No

In addition to this recorded message, would you like to be contacted by a BETR team member to **further support the efforts of this partnership** by advertising your business on the BETR website?

Yes No

You will be contacted by a member of the BETR team shortly to schedule to recording event.

Signature: _____ Date: _____

General Information:

Company/Organization Name: _____

Area of Expertise: _____

Contact Name: _____ Title: _____

Contact Street Address: _____

City: _____ State: _____ Zip Code: _____

Office Phone: _____ Cell Phone: _____

E-Mail: _____ Company Website: _____

Please find Sample Script on back of this form.

Thanks for Your Support of Your Future Workforce

Send Completed Form to:

Randy C. Dalton - Colorado State Coordinator of the BETR Project - The Colorado Department of Labor and Employment- 633 17th Street, Suite 700- Denver, CO 80202-3660

Or Fax To: 303-318-8930



Sample Script

Entire video should be no longer than 10 minutes total run time.

1. Welcome and Introduction: Name and Title of Company representative.
2. What jobs are available within the organization?
 - a. Briefly describe all the types of positions available within the organization. Not just the demand job or the specific job that this recording pertains to.
3. What general activities does this type employee do on the job?
4. What post-secondary training and education is needed to be a top candidate for this job?
5. What specific skills are needed on the job?
 - a. Math
 - b. Writing
 - c. Reading
 - d. Computer skills
 - e. Technology
 - f. Science
 - g. Engineering
 - h. Industrial skills (welding, mechanical drafting, machine operations, etc.)
 - i. Working with others
 - j. Other skills the presenter wishes to share
6. What is the typical work schedule?
7. Does this job support the possibility of alternative schedules or telecommuting?
8. Describe the average workday.
9. What is the current expected salary range of this job?
10. What types of benefits does an employee receive?
11. Why might this job provide a high degree of job satisfaction?
12. What other things should the student know to really be prepared to get job?
13. Why should the student make plans to work in your organization?
14. What other job/career opportunities can this particular job/function prepare a student for?

Things **The BETR Project** could use to assist in the production of this video:

- Digital copies of Company Logos (branding).
- A current job description.
- Digital pictures of current employees working at your company or on this job.

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