

BUSINESS TOUR HOST
ADDITIONAL INFORMATION

EPIC DAY

Exploring Possible Industries & Careers

2023



CAREER
TRANSITIONS

EPIC DAY BUSINESS TOUR – TOUR GUIDE ROLE

Many people have little concept of what goes on behind the doors of most businesses. Youth are in the same boat. By volunteering to host an EPIC DAY Business Tour, you will provide our EPIC DAY attendees with a glimpse into **your** world of work and arm them with information that will help them to make decisions as they navigate their career pathways.

The goal of this initiative is to engage and inspire students by allowing them to see a variety of roles in action, and better understand how these roles work together to successfully deliver the quality products and/or services that our local businesses generate.

If you choose to participate, **you** will tell us:

- The number of students that you wish to accommodate
- The number of tour guides you wish to use
- The general length of the tour (1-2 hours in length)
- The times that your team is available (am, pm or both)

Career Transitions will match you with a school, take care of all the arrangements and communicate details in a timely manner.

SAFETY AND PPE CONSIDERATIONS

- Safety must always be taken into consideration:
 - Plan activities that are appropriate for inexperienced persons and be prepared to supervise students.
 - Appropriate safety equipment (for example eye protection, ear plugs, gloves, etc.) **must be provided by the touring business** where necessary.



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EPIC DAY BUSINESS TOUR – IMPORTANT DATES, DEADLINES & DETAILS REQUIRED

December 16	<ul style="list-style-type: none"> ➤ Commitment from businesses to participate in the business tours including: <ul style="list-style-type: none"> ➤ When you can provide tours <ul style="list-style-type: none"> ➤ Morning - sometime between 9-11:30 ➤ Afternoon - sometime between 12:00-2:30 ➤ Either/both ➤ How many separate tour groups can you have running at one time ➤ Ideal group size given your environment (noise, space, safety, etc.) <p><i>Please keep in mind that schools will be registering for the EPIC Day Career Conference in groups of 6.</i></p>
January 16	<ul style="list-style-type: none"> ➤ Schools submit requests for EPIC DAY spots
February 1	<ul style="list-style-type: none"> ➤ Final details of business tours confirmed with Career Transitions including: <ul style="list-style-type: none"> ➤ Length of time for the tour which gives students a good overall view of your company's operations and an introduction to the range of occupations that comprise your workforce ➤ Drop off location for tour start ➤ Where to park – both for cars and buses ➤ Any other instructions for the tour – for example, if there are PPE requirements such as needing to wear close-toed shoes, if all visitors will be required to wear eye & ear protection, etc.
February 15	<ul style="list-style-type: none"> ➤ Deadline for school requests; Career Transitions begins finalizing matches between schools and business tour hosts
March 1	<ul style="list-style-type: none"> ➤ All schools have their business tour matches completed ➤ Details of business tours sent to schools and tour hosts
April 5	<ul style="list-style-type: none"> ➤ EPIC DAY!



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READY TO PARTICIPATE?

Are you ready to inspire your future workforce?

Register: [EPIC DAY Career Conference Registration Form](#)
[EPIC DAY Business Tour Registration Form](#)

Sponsor: [EPIC DAY Sponsorship Form](#)

Thank you for your interest and support!



CONTACT INFORMATION



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