



2023 PALETTE OF POSSIBILITIES JOB FAIR

HOSTED BY PAINTING WITH PURPOSE

CITY HALL PARK, BURLINGTON, VT - SATURDAY, APRIL 29TH 12-4PM

SPONSOR APPLICATION FORM

ENTITY NAME		ORGANIZATION TYPE	
CONTACT PERSON NAME	FIRST	LAST	
CONTACT	EMAIL	PHONE	
MAILING ADDRESS	STREET	TOWN/CITY	ZIP
WEBSITE URL			
NUMBER OF REPRESENTATIVES (MAX 8)	NAMES	AMOUNT	

I. WHAT TYPE OF EMPLOYEE/INTERN ROLE ARE YOU LOOKING TO FILL?

- FTE
 FTI
 PTE
 PTI
 SUMMER FT
 SUMMER PT
 SUBCONTRACTOR
 APPRENTICE
 VOLUNTEER
 OTHER: SPECIFY _____

2. WHAT PROVIDED AMENITIES WILL YOU BE USING DURING THIS EVENT?

- ELECTRICAL
 WIFI

3. WOULD YOU LIKE TO MAKE A TAX DEDUCTIBLE DONATION TOWARDS A SPONSORED CAUSE SUPPORTED BY CVOE0?

- SAMARITAN HOUSE \$25 \$50 \$100 OTHER \$ _____
 FEEDING CHITTENDEN \$25 \$50 \$100 OTHER \$ _____

4. WHAT METHOD OF PAYMENT WILL YOU USE TO SECURE A SPOT AT THIS EVENT?

- CASH CHECK VENMO (2% FEE APPLIED) DEBIT
 CREDIT

EVENT MISSION

The Palette of Possibilities job fair aims to bring diverse members of the Burlington community together at City Hall Park for an innovative, student-run event. Our goal is to provide an inclusive and exciting platform for local residents, students, veterans, and those searching for a job to connect with potential employers and discover new career opportunities, while also giving back to the community through our non-profit cause. Join us for the first-of-its-kind outdoor job fair, where we aim to paint a picture of possibility for all job seekers.

SPONSOR PROVISIONS AND PRICING

- **2 adjacent 10x10 plots** of your choice
- **Free Wifi**
- **Electricity access**
- **1 reserved parking space** on College Street or Main Street **for the duration of the event**
- **Up to 8 representatives** (as opposed to 5 for a vendor)
- **Ability to sell products and/or merchandise**
- **Free advertisement on advertising campaign:**
 - 2 months of daily radio ads on local stations (
 - Local newspaper ads/stories
 - Google digital advertising
 - Website advertising
 - Attendee flyers
 - Email advertising to all Painting With Purpose clients and connections
 - Social media postings (Front Porch Forum, NextDoor, Facebook, and Instagram)

- **Physical advertising** all around and throughout event (street banners, lamp post banners, large event banner)

This package is worth \$2000.00. Payment details are outlined in “*The 10 Step Process*” on page 7.

WHAT IS THERE TO GAIN FROM THIS EVENT

- Acquire skilled labor for your company/non-profit
- Enhance your local brand image and awareness
- Gain the ability to support local causes that benefit our community
- Experience a new and personable method of hiring personnel
- Network with local companies to expand your reach

DONATIONS

33% OF PROFITS MADE FROM THIS EVENT WILL BE SPLIT AND DONATED TO THE SAMARITAN HOUSE AND FEEDING CHITTENDEN TO HELP THOSE IN NEED IN OUR COMMUNITY.

LOGISTICS

PLOTS: Plots are 10 feet by 10 feet. Sponsor items must stay inside their space. Sponsor Plot markers on the day of the event will be stickers on the hardscape, chalk outlines, cones or a mix.

PARKING: Temporary parking will be on Main Street and College Street. Day parking lots can be found on the North End of St.Paul Street, and the West end of College Street.

ELECTRIC: Extension cords must be covered by cover ramps when laid over a hardscape walking area.

SECURITY: Event security will be present from 10-5. They will be watching for smoking, drinking, suspicious activity, and any potential threat. We ask that you please keep track of your belongings.

RESTROOMS: There is one permanent restroom at the park, and 3 additional port-a-lets will be available right next to it.

MUSIC: Music will be on a low volume setting and appropriate for the event.

RESUME CREATION STATION: The resume building station is dedicated to people who came to the event who either do not have a professional resume, or do not have their resume on hand to give to a potential employer. This station will have 1 dedicated staff member at all times, printing resumes. There will be a QR code that will direct people to a google doc with a professional resume template that an attendee can fill out, email to resumes@paintingwithpurpose.com, and we will print it off for them.

HEATING: 5 standing patio style heaters will be scattered throughout the event area.

INTERNET: Ethernet access is accessible on a first come, first serve basis. Wifi is available to all sponsors, and will not be shared with attendees.

EVENT COMMON AREAS: At the North end, there will be a place for employers and attendees to meet one on one to meet each other in a more intimate setting. At the South end of the park, there will be tables and chairs reserved for attendees to congregate.

DREAM JOB OPEN MIC: On the back steps of City Hall, across from the Resume Creation Station, there will be an open mic set up dedicated to attendees who want to share their 'dream job' that they are looking for. In this ~1 minute recorded clip, the attendee will share their name, where they are from, what their dream job is and why, and what would qualify them for that job. These clips will be posted publicly on the Painting With Purpose YouTube channel and website with the attendees email and/or phone number. This segment of the fair is meant to help people find their dream jobs, and to foster an environment where people help each other reach their goals. The idea comes from the 6 degrees of separation rule, that we are all 6 social connections or fewer away from each other.

RULES AND GUIDELINES

I. INSURANCE TERMS: A CERTIFICATE OF INSURANCE IS NEEDED THAT MEETS THE FOLLOWING REQUIREMENTS:

- Commercial General Liability: \$1,000,000 each occurrence/\$2,000,000 aggregate. Property Damage: \$1,000,000 each occurrence/\$2,000,000 aggregate.
- Workers Compensation and Employer's Liability Insurance (if applicable) Certificate must name the City of Burlington as additionally insured.
- The certificate must note the date of the event and the location (i.e. City Hall Park, 04/29/23).

II. RENTAL TERMS: MODIFIED TERMS FROM BCA RENTAL AGREEMENT

At no time can any person or plot block or impede the access to City Hall or the BCA Center. Additionally, the public must always be able to access the restroom in the park.

All events must adhere to the rules of the park, including no smoking, no off-leash pets, and no glass containers.

No vehicles are permitted to enter the park.

The serving or consuming of alcohol is Not permitted.

No tents may be set up on any grass surface. No stakes may penetrate the Grass. All high-traffic areas and tents must be placed on the hardscape surfaces.

Leave the park in the condition in which it was found.

BCA and Painting With Purpose is not responsible for loss or damage to items left unattended. In addition, you are responsible for the cost of repairing or replacing any piece of City property, including turf and plants, damaged during your event or setup/teardown done by you

Comply with all applicable federal, state, and local laws.

III. JOB FAIR TERMS: AS OUTLINED BY *PAINTING WITH PURPOSE, LLC*

Confirmation of the 100% deposit payment is due by Monday, February 27th, 2023.

This payment is non-refundable.

The rain date for this event is Sunday, April 30th, 2023.

This is an invite-only event. Do not refer any Sponsor application information to another potential Sponsor.

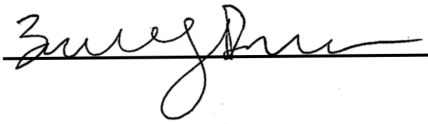
By entering this event, vendors agree to be video and/or audio recorded for marketing and promotional purposes by Painting With Purpose, LLC.

Do not use trees as a means to hang items until you have seeked permission.

Have fun, and be creative with your Sponsor set up.

Sign to agree to the 'Palette of Possibilities Job Fair' rules and guidelines.

Sponsor

A handwritten signature in black ink, appearing to read "Zachary Dunn", is written over a horizontal line. The signature is fluid and cursive.

Zachary Dunn, Founder, Painting With Purpose, LLC

THE TEN STEP PROCESS

1. **Choose a plot** to your specific liking (2 plots).
2. **Fill out the sponsor application** in PDF form (Email to PaintingWithPurposeVT@gmail.com or PWPVT.com) **with payment in physical check or cash** if that option is chosen OR an **invoice will be sent from QuickBooks to your email if you choose to pay with debit or credit.**
3. Turn in payment to lock your plot in by **Monday, February 27th, 2023.**
4. Send your **logo** over with your **company description.**
5. We will **feature you** on our **attendee brochure** and all **throughout our marketing campaign.**
6. **We will keep you updated** on news regarding the event.
7. On the day of the event, you may **show up 3 hours** prior for set up.
8. You will get a **personal shoutout, physical marketing spotlights** and promotion during the event.
9. You will **take down your company plot set up.**
10. We will **follow up afterward** to discuss your company's takeaways from the event.

TIPS TO NAVIGATE THE EVENT

Put on a name tag. Name tags are provided to you at the information table to let all attendees know who you are before shaking hands.

Bring an interview sign-up sheet for attendees who you deem worthy of an interview with a slot for their name, email, and phone number.

Specify the role you are trying to fill. If you need a full time employee, specify that with a sign. If you need a part time employee for a shift 2-9 on the weekend, specify that. If you need an accountant for your business, specify that. Being more specific will help you gain better results with finding the employee you need for your business.

Show and tell. Bring items specific to your business to enhance interest from attendees and tell the story of your business.

Bring promotional products. Pens, lanyards, hats, water bottles, and other promotional items will help remind attendees about the conversation they had with your business representatives, help them remember your business in general, and extend the conversation after the event is over.

HOW ATTENDEES ARE INFORMED TO NAVIGATE THE EVENT

Bring your resume with a cover letter. If you have a resume, bring several copies to drop off to businesses and nonprofits that interest you, and want to apply for. A cover letter will also set your resume apart from other resumes, and will give you an opportunity to provide more information. If you do not have a resume, no sweat. We have a Resume Creation Station that will help you create a professional resume on the spot, and print it out for you.

Dress to impress. With any job within any field, wearing a nice outfit will give you the best chance at making a great first impression on a potential employer.

Work on a firm handshake: A firm handshake is a sign of confidence and sincerity. An employer most likely will not remember a firm handshake, but they may remember a floppy handshake.

Bring a schedule, know your schedule. Having an idea of exactly when you can make your second point of contact with a potential employer is an indicator that you are interested in the job and are an organized person. You will have a better shot at landing the job if you know your schedule.

Find similarities between you and potential employers. Learn about where vendor representatives grew up, where they went to school, what they like about their job, what is the most difficult part of the job. Having questions for a potential employer shows that you have genuine interest in the job and the people who may hire you.

Come up with your value proposition. Come prepared to let a potential employer know what you will bring to the table if they hire you.

Wear a nametag. Name tags will be available at the informational table, and will help others remember your name. Employers will be having name tags as well, to help you remember names during and after conversation.

Bring references. References can and should be included in your resume. Employers will lean on what they are told from other people about your ability and work ethic as well as what they learn from you, about you.

Follow up. The sooner you follow up with an employer, the better. That way, you show that you're truly interested in the job, you're a reliable communicator, and you are still fresh in that employer's mind.

WHERE ARE ATTENDEES COMING FROM?

Local colleges and universities: UVM, St. Michaels College, Champlain College, CCV, Vermont Tech, Sterling College

Local Trade Schools: National PT Institute, National Wine School, Burlington Technical School, Vermont Flight Academy, O'Briens Aveda Institute, Advanced Welding Institute, Center for Technology Essex, Cook Academy












Local High Schools: Burlington High School, South Burlington High School, CVU, Rice, Winooski High School, Bellows Free Academy Fairfax High School, Colchester High School, Milton High School, Rock Point High School, Essex High School, Mount Mansfield High School, Vermont Commons School, Middlebury High School

Veterans Associations: Regular Veterans Association Winooski, Essex Veterans of Foreign Affairs, Veterans Center South Burlington, Howard Plant VFW, Josh's House, American Legion Post Colchester

Staffing Organizations: Burlington Employment Agency, Vermont Unemployment Agency, PeopleReady, Vermont Hospitalist Jobs, Global Staffing VT, Manpower Group, Working Fields, Spherion, Luttrell Staffing Group, ETS, WeStaff, VABIR, Vermont Department of Labor

Human Services: CVOEO, Samaritan House, Howard Center, ANEW Place, Spectrum Family Services, COTS

MAP KEY

SYMBOL	ITEM	#
	10FT X 10FT VENDOR PLOT	63
	WATER STATION	1
	RESUME CREATION STATION	1
	INFORMATION	1
	MUSIC	1
	TEMPORARY PARKING SPACE	22
	BATHROOM	4
	TRASH CAN	13
	REGULAR OUTLET/MAIN ELECTRIC SOURCE	10/2
	STANDING PATIO HEATER	5
	BARRICADE	2

Plot #	Entity Name	Plot #	Entity Name
1		20	
2		21	
3		22	
4		23	
5		24	
6		25	
7		26	
8		27	
9		28	
10		29	
11		30	
12		31	
13		32	
14		33	
15		34	
16		35	
17		36	
18		37	
19		38	

Plot #	Entity Name	Plot #	Entity Name
39		54	
40		55	
41		56	
42		57	
43		58	
44		59	Painting With Purpose
45		60	Painting With Purpose
46		61	
47		62	
48		63	
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