

# CAREERS EXPO

AN INITIATIVE OF BATHURST REGIONAL COUNCIL

## August 2023 Careers Expo

An Initiative of Bathurst Regional Council

### Exhibitor Information Package

Wednesday 2 August 2023, CSU Gymnasium

**‘Thinking about your career? So are we’**



## Introduction

Thank you for registering for the August 2023 Bathurst Careers Expo.

The Bathurst Careers Expo is for employers, employment agencies and interested parties to meet and engage with job seekers and students to discuss employment opportunities in the Bathurst region. The Careers Expo has been successfully run since 2014, with the event strongly supported by the Bathurst community. People from across regional and remote NSW have travelled to attend the event and attendance numbers have increased six-fold since the inaugural expo in 2014. An attendance of 1,200 is targeted for August 2023.

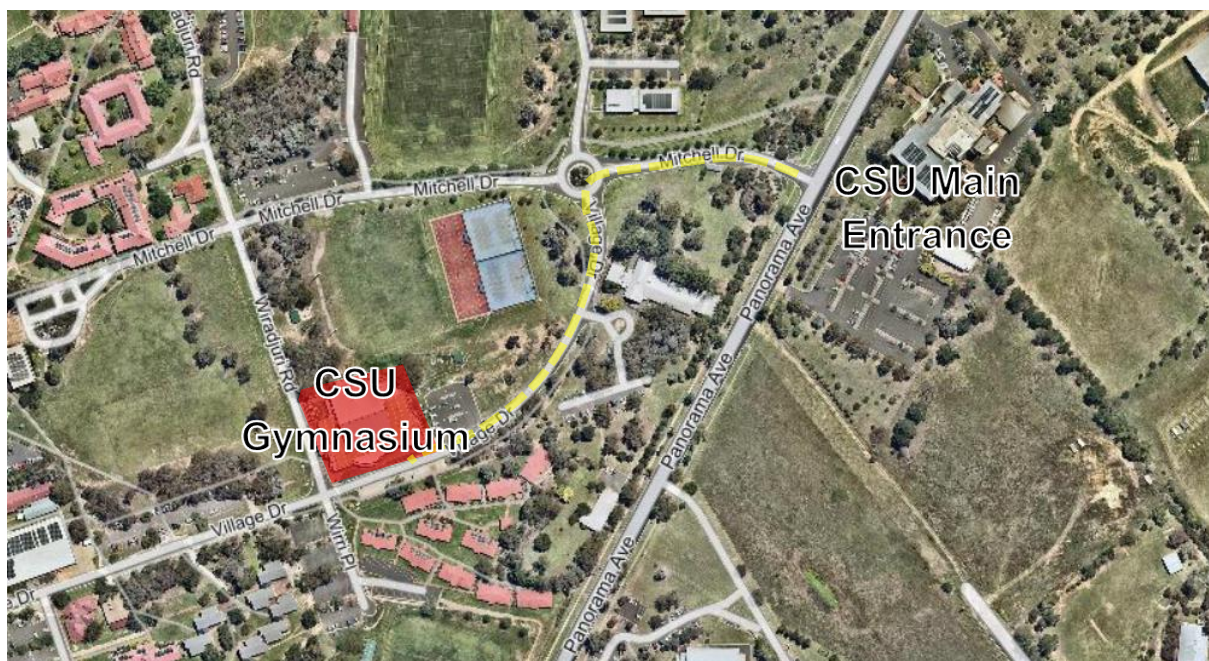
Exhibiting at Careers Expo is **free** and profiles your business to a wide section of the community.

## Location

**Date:** Wednesday, 2 August 2023

**Time:** 9:00am – 3:00pm

**Location:** Charles Sturt University Gymnasium Bathurst  
Corner of Village Drive and Wiradjuri Road, Bathurst, NSW, 2795



## Parking

There is plenty of all day parking at the venue. Exhibitors are encouraged to park in the Wirri Place car park or Wahluu Place car park. Car parking along Village Drive, including the car park adjoining the gymnasium, will be reserved for visitors to Careers Expo.

Exhibitors are welcome to utilise the car park next to the gymnasium to drop off equipment, materials, etc.



## Schedule

- **From 7.30am – Bump In**
- **9:00am** – Doors Open
- **10:15am – 11:00 am** – Session 1
- **11:00am – 11:45am** – Morning Student Break (students in speaker session\*)
- **11:45am – 12:30pm** – Session 2
- **12:30pm – 1:15pm** – Session 3
- **1:15pm – 2:00pm** – Lunch Student Break (students in speaker session\*)
- **2:00pm – 2:25pm** – Session 4
- **3:00pm – Bump Out**

\* Jobseekers will be encouraged to attend while students are in the speaker sessions.

### **Please note:**

The above schedule is subject to change and exhibitors will be notified as soon as possible. Any representative attending the expo as an exhibitor is expected to remain for the duration of the day: 9am – 3pm. This is due to different schools and jobseekers arriving at different times of the day. Some students and jobseekers may be disadvantaged if representatives arrive late or leave early.

## Floor Layout and Booth Number

Please refer to Annex A for your booth location.

## Exhibitor Costs and Inclusions

There is no cost attached to exhibiting at the Bathurst Careers Expo. The stall size will be approximately 3m x 1m.

Exhibitors will be provided with 1 stall including:

- 1 table (measurements approx.: 180 (L) x 76 (W) x 74 (H) cm)
- 2 chairs

Exhibitors are encouraged to bring their own materials such as brochures, flyers, posters, pull up banners and giveaways. If you have a tablecloth, it would be great if you could bring this as well. Also, if you have any information relating to available jobs, training opportunities, courses, etc then we strongly encourage you to bring these as well.

**Power is available by request in advance. Please indicate this on your Exhibitor Application form.**

To confirm your registration, please register online at by **12 July, 2023**

### BUMP IN

- Registration from 7.30am
- Please allow adequate time to have your booth set up by 9am.
- On arrival, Bathurst Regional Council Staff and Careers Advisers will help direct you to your allocated booth.

**Please note:** There is no access the night before or before 7.30am on the day.

## Lunch break and refreshments

A light lunch will be supplied for exhibitors from 1:15 pm – 2:00 pm. For catering purposes, it would be appreciated if you could advise organisers of how many people will be attending from your organisation and whether there are any dietary requirements. Please indicate this on your Exhibitor Application Form.

## Amenities

Rest rooms are available within the gymnasium.

## Contact

For further information regarding the Bathurst Careers Expo, please contact Bathurst Regional Council:

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