

## How to Prepare

- Present your best self
  - For a complete list and descriptions of classes, workshops and seminars, click here <https://workbaltimore.baltimorecity.gov/>
  - Professional attire
  - Professional attitude
  - Courteousness
  - Well groomed
- Prepare your resume and bring multiple copies including access to an electronic version
- Rehearse your first impression
  - Practice your handshake
  - Prepare and practice your greeting and introduction
  - Describe your knowledge, skills and ability with confidence
  - Ask thoughtful questions
- Finish Strong
  - Ask for next steps in their hiring process
  - Ask for contact information/business card
  - Reaffirm interest and follow-up with a brief written note

### What to Expect

Employers across multiple industries including health care, manufacturing, law, banking and investment, entertainment, gaming, energy, education, transportation and media.

- Plan ahead and determine what employers you would like to visit and make them a priority.
- Research your identified priority employers (location(s), # of employees, products and/or services, etc.).

Onsite Check-In and Registration.

- There will be separate registration stations for pre-registrants and onsite registrants.
- Volunteers will be available to assist you if you need help.

### What Not to Expect

The convention will have a variety of employers across different industries, but not all Baltimore City employers will be present.

Admission of children under the age of 18 in not permitted; child care or babysitting services and pets (except service animals).

# Get the Most Out of the WorkBaltimore Experience

What to Expect
After you complete check in/registration, you will receive a name badge, program booklet with schedule of events, a map of employer and exhibitor locations, a tote, and the schedule of convention classes, workshops and seminars. You will also have the option of attending a mini-orientation.
Access to free, on-site legal assistance for criminal record expungement.
Access to free, on-site, state of the art computer lab for resume preparation.
Opportunities for 1:1, face-to-face conversations with private and public sector employers including Baltimore City Agencies.
Free, professional headshots for your professional social media profiles.
Free shuttle service is available in designated locations to/from the Baltimore Convention Center. <a href="https://workbaltimore.baltimorecity.gov/">https://workbaltimore.baltimorecity.gov/</a>
Some employers may conduct onsite interviews and extend contingent job offers.
You will be provided with an opportunity to describe your WorkBaltimore experience.
90 days Post- Convention Follow-up.
Motivational and inspiration keynote speakers.
Opportunities to start and build your professional network.
Food and beverages may be purchased at the convention center.

What Not to Expect
Not every record can be expunged. For a list on what types of charges can be expunged and required documentation visit <a href="https://www.courts.state.md.us/legalhelp/expungement">https://www.courts.state.md.us/legalhelp/expungement</a>
Media devices or flash drives will not be available or provide to save your documents.
Individual time with employers will be limited and you may only have a few minutes to make a first impression.
Group, family, special occasion photo.
Free Shuttle services will not be available across the entire city. Shuttles will be available to and from designated locations.
You may not have the opportunity to talk with every employer, and interviews are not guaranteed.
Some employers may not accept your printed resume. Many companies require candidates to apply online.
Food and beverage will not be provided.
No participant is guaranteed a job or interview at/or after the convention.

## Get the Most Out of the WorkBaltimore Experience

### What to Expect

New Beginnings Boutique and glam squad available both days – access to gently used professional attire, accessories, and access to professional make-up artist.

The convention may be the beginning of your journey towards employment.

Volunteers to help you navigate the convention.

Opportunity to get contact information from employer's that is not available on their website.

Opportunity to build your professional network by interacting with other job seekers at the convention.