

Live Session Moderator

Be present during a live session shift (2 hours) to help relay questions from students in the Q&A box to the presenters.

Student Schedule & Shift Times:

Tuesday, 9/21 AM: 9:30am-11:30am

Tuesday, 9/21 PM: 11:45am-1:45pm

Wednesday, 9/22 AM: 9:30am-11:30am

Wednesday, 9/22 PM: 11:45am-1:45pm

Important Things to Note:

- **Prior to your session, JA will send you your Zoom Webinar Access link for your assigned cluster and time**
- All materials for your role (Zoom Instructions, Slides for session, script, sample
- All sessions will be on Zoom Webinar. For additional information about Zoom Webinar, please check out our Zoom Instructions under your role on www.jajobspark.org/volunteer
- There will be a host from Junior Achievement in each of the live sessions

Role Responsibilities:

- Welcome the presenters as they enter (see script)
- Share slides in between each presenter with title of presentation, cluster name & time
- Welcome the students and thank them for attending as they trickle in
- Introduce the presenters before the session begins
- Review questions from students in chat box and let presenter know of them as they come in, jump in with questions if there aren't many from students
- Keep track of time!
- Thank the presenters & students (see script)

SCRIPT:

At the start of the session: Hello and thank you for joining us today. As you listen to our special guest(s), please ask any questions in the Q and A at the bottom. Now, I will turn it over to X from X (insert your presenter's information).

At the end of the session: Thank you, X (enter your presenter), for that amazing information. Students, thank you for listening today. Once you close out this session, please remember to fill out the survey which is located at the top right corner of the screen that says says "Win A Prize". Have fun exploring all 8 clusters today and check back in for more live sessions!

SAMPLE QUESTIONS:

- How did you choose your career path?
- What is your education background?
- What made you choose the job that you have now?
- What was your major in college?
- Did you go to a 2 or 4 year college or trade program?
- What is your favorite part about your job, or your inspiration?
- What are examples of the in-demand jobs in your industry?
- What are some of the soft skills that you feel are most important in your industry?
- How can students stand out when looking for a job?
- Suggestions on coursework or training/certifications/degrees students should take to prepare for a job at this company/in this industry?
- Do you offer student internships? What are the requirements?
- During the past several years, what major industry changes/issues have impacted your company?
- What changes/issues does your company anticipate having an impact on the company's future development?
- Describe your company's culture?
- How many people are employed by the company?
- How has technology affected the company?
- What new skills are required of entry-level employees?
- What skills are recommended for workers in the field who wish to advance?
- What are some of the core abilities and skills you look for in a new hire for entry level positions?
- What is the entry-level wage?