



Learner Services

Career
Advancement
Services

Employer Session Options

Event Promotion – Fee \$25

- Employer organizes and hosts the event on their own virtual platform. You will be responsible for registration and event setup. Career Advancement Services (CAS) will promote the event by creating an event advertisement on [My Career Hub](#) with information about the event and how to register. We will also send any promotional materials and an email about the event to the relevant schools so that instructors can tell students about it.

Basic Employer Session – Fee \$75

- CAS works with the employer to plan and set up the event using our SAIT Zoom account. We promote the event by creating an event with registration on My Career Hub and email promotion to the applicable programs.
- Sessions are typically one hour in length, but can be customized to your needs. We make it so that you can share your screen for your presentation, if needed. And we allow for time at the end of the presentation for a Q&A portion.
- We track registration and send a reminder to registrants the day before the event. During the event a CAS staff member will host (make introductions, cover housekeeping rules and review the agenda) and moderate the event.

Advanced Employer Session – Fee \$125

- In addition to the services provided in the Basic Employer Session, CAS will organize breakout rooms (through Zoom), and provide additional staff members to host and moderate these sessions.
- This is a great option if you have several presenters from various areas of your organization, and you would like to host separate Q&A sessions for each area.

Note: Payment will be made through My Career Hub. This system accepts Visa and MasterCard only.

Please contact Career Advancement Services at student.employment@sait.ca if you have any questions.