

**Teachers Career Day**

**Sample Letter to Teachers**

Dear Math, Science, Technology, or Career and Technical Education Teacher:

I want to invite you to a very important event: our energy company’s *Get Into Energy* Teachers Career Day. The *Get Into Energy* Teachers Career Day is a one-day program designed for high school teachers to build their awareness of the operations of energy companies and the wide array of exciting careers available in these organizations. The energy industry faces a projected critical shortage of skilled technical and craft workers in the next five to ten years. These entry-level skilled jobs are highly desirable, high-skill, high-wage jobs that will not be out-sourced to foreign countries. Energy companies report that these positions are best filled with home grown talent - workers who currently live in the vicinity of the job locations.

At the *Get Into Energy* Teachers Career Day, as a math, science, technology, and career and technical education teacher, you will learn more about our specific organization and our workforce needs over the next few years. You will also receive examples of hands-on lessons to help students understand why they need to know math, science, and technology. Lunch and snacks will be provided. In addition, if you participate in the full day of activities and agree to use one of the activities with your students, you will receive a stipend of $<amount>.

The *Get Into Energy* Teachers Career Day will be held on < date > from 9am-5pm at <your company> at <address>. Directions are enclosed. This program is limited to <number> of teachers. Teachers will be admitted on a first-come, first-served basis, so fill out your registration form today. We look forward to meeting you soon!

Sincerely,

<name>

<job title>