

**Thursday  
October 24, 2019  
10:00am—2:00pm**

**Jaycee Building**

**2180 Airport Rd SW**

**Huntsville, AL 35802**

# **Career & Resource Fair**



## **Open To The Public!**

*Hosted by  
Madison County Department of Human Resources  
JOBS and SNAP Programs*

**Door  
Prizes!**

**Come Prepared with Resume  
and Dress Professionally!**

**Interviews May be Held  
On- Site!**

**Companies Representing  
Industries Such As:**

- ◆ **Healthcare**
- ◆ **Manufacturing**
- ◆ **Engineering**
- ◆ **Technology**
- ◆ **Retail**
- ◆ **Government**
- ◆ **Hospitality**
- ◆ **Construction**

***Resource Fair Services:***

- ◆ **Resume Writing Assistance**
- ◆ **Interview Tips**
- ◆ **Clothes Closet On-Site**
- ◆ **Health Screenings**
- ◆ **Local Organizations Serving  
Madison County**



**Sponsored by:**

**HUNTSVILLE**  
Parks & Recreation

**MADISON COUNTY  
DEPARTMENT OF HUMAN RESOURCES**

2206 Oakwood Avenue, NW  
Huntsville, AL 35810-4499

**MAIN NUMBERS**

**Child Welfare:** (256) 427-6200 **Food Assistance:** (256) 427-6000

**Child Support:** (256) 427-6100 **JOBS & TANF:** (256) 427-6050

**FAX NUMBERS**

**Administrative, Personnel or Finance:** (256) 427-6379

**Child Abuse and Neglect:** (256) 427-6357 & **Child Welfare:** (256) 427-6142 or (256) 427-6371

**Child Day Care:** (256) 427-6314 & **Foster Home Licensing & Adult Protective Service:** (256) 427-6142

**Child Support & JOBS:** (256) 427-6165

**Food Stamps & TANF:** (256) 427-6335 or 427-6338

**Tonita K. Phipps, MSW**  
Director

**Tyron Newton, MSW**  
Assistant Director- Child Welfare Program  
**Rachel P. Heard, MSW**  
Assistant Director- Financial Programs

July 29, 2019

Dear Employer/Community Partner:

The Madison County Department of Human Resources cordially invites you to participate in our 2019 Community Resource and Job Fair to be held on **Thursday, October 24, 2019** from 10:00 a.m. – 2:00 p.m. at the Jaycee Building. Although the main objective of this event is to help clients receiving assistance through our Supplemental and Nutrition Assistance Program (SNAP) and Job Opportunities and Basic Skills Training (JOBS) Program gain the education, skills, training, and other experiences needed in order to increase self-sufficiency; the event will be open to the public. It is our belief that this Resource and Job Fair will offer employers an excellent opportunity to deal with their active and future staffing requirements and provide participants with knowledge of the various resources within the community. Your participation is therefore highly essential in helping us reach our goal.

If you are interested, please complete the attached registration form and email it to Ms. Jereline Jackson at [Jereline.jackson@dhr.alabama.gov](mailto:Jereline.jackson@dhr.alabama.gov) by **October 1, 2019**. There is no registration fee to participate; however, we ask each vendor to provide a door prize. On behalf of the Madison County Department of Human Resources, we hope that you will consider this request. We look forward to working with you and should you have any questions please feel free me at (256) 427-6281.

Sincerely,



Rachel P. Heard, Assistant Director  
Financial Programs  
Madison County Department of Human Resources



**Madison County Department of Human Resources  
Career and Resource Fair  
October 24, 2019  
Registration Form**

Set Up  
8:00 a.m. – 9:00 a.m.

Networking Opportunity  
9:00 a.m. – 10:00 a.m.

Career and Resource Fair  
10:00 a.m. – 2:00 p.m.

Company/Agency Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Number of representatives attending: \_\_\_\_\_  
\*\*We are requesting that you send **no more than two** representatives\*\*

Special requirements for set-up (tables and chairs will be provided):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please email the registration form to Jereline Jackson at [Jereline.jackson@dhr.alabama.gov](mailto:Jereline.jackson@dhr.alabama.gov) by **October 1, 2019**.

We are asking each vendor to provide a door prize.



“An Affirmative Action/Equal Opportunity Employer”