You are invited to participate in the Youth Expo to be held on Friday 23 August 2018 from 3pm to 5.30pm at Henderson Park, Deakin Avenue Mildura. Stall holders will be required to set up by 2:30 and stay until 5.30pm to pack up.

The Youth Expo will be a multi-agency event that aims to improve young people’s wellbeing by increasing their awareness and use of agencies and services that are available in our region. The Youth Expo will also showcase career opportunities available in the region, registered training providers, upcoming training courses, sport and recreation activities and volunteering opportunities.

Each organisation will be provided with a space (approx. 3 metres by 3 metres) to promote their organisation’s activities and services to make a difference to a young person’s wellbeing and future career path. This event will also be a great opportunity to network with other organisations. We encourage organisations to be creative with their displays and to provide simple activities to engage young people. If you would like some ideas on how to make the most of your stall, see below for more details. Everything for young people is to be free. There is NO COST involved for stall holders. All stall holders who are not government funded will be required to provide a public liability certificate of currency.

A site plan will be provided closer to the event, once all stall holders have been confirmed. **Registration form must be returned by Friday 9 August 2019.**

**What will you need to bring?**

* Well planned and thoughtful activities
* Sufficient staff: A number of stall holders have found it useful to work in pairs over a rostered period (This way everyone gets an opportunity to look around and enjoy the day, network and maintain their energy).
* There will be limited powered sites available. Please consider using battery power (e.g. for laptops) if possible. If you require power, you will need to provide your own extension cord (need to be discussed with Youth Development Officer)
* Sticky tape, string, blue tack, extra water and sun block (just in case), business cards to hand out
* Easy to read details for your service including location
* Marquee, Tables, Chairs & Display Boards

For more information or assistance with the registration, please contact the Youth Development Officer, Barbara Clifford on 🕿 (03) 5018 8280. Or email [youthservices@mildura.vic.gov.au](mailto:youthservices@mildura.vic.gov.au)

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| Registration Form | | |
| Name of Organisation: |  | |
| Contact Person:  (will be required to attend safety briefing and be present for duration of the event) |  | |
| Contact details: | Phone: |  |
| Email: |  |
| Planned Activity: |  | |
| Will your agency be providing participants with a giveaway? If so what? |  | |
| Do you require access to power? If yes please explain why you require power? | **Yes No** | |
| Have you attached a copy of your current Public Liability Insurance? | **Yes No** | |
| **Registration form must be returned by Friday 3 August 2018**   * Mail completed forms to: Mildura Rural City Council, Youth Services, PO Box 105, Mildura VIC 3502 * Email completed form to: [youthservices@mildura.vic.gov.au](mailto:youthservices@mildura.vic.gov.au) | | |

**How to make the most of your stall?**

What you want to achieve?

How will you engage with participants?

How will you “sell” your organisation message?

*Remember, this event is NOT about standing around handing out leaflets!*

Does your service want to improve its capacity in servicing the needs of young people?

Do they use your service? If not, why not?

Why not develop a short survey for participants on the day and offer a small gift of appreciation to all who participate. Involve youth volunteers in this task!

What about having a raffle? Guess how many beans are in the jar or offer a toiletry gift pack?

Think creatively about the message that your service wants to promote

Is it about healthy eating? Why not challenge participants to juggle fruit or have a health quiz with the prize a piece of fruit?

Is it about letting people know where your service is located and what your service offers? What about having an activity and all successful entries go into the draw to win a larger prize

Other ideas for engaging with young people:

Hand Massage, face painting, bead and jewellery work, art work, chess, bocce, relaxation techniques and so on …

**Let us know about your activity so we can promote it!**

Ideas for prize and raffles:

Toiletries: toothpaste, toothbrushes, shampoo and conditioner and girls things (lip balm, gloss, moisturiser), deodorant, body wash.

Bags, backpacks, swags, socks, sleeping bags, phone credit vouchers, supermarket vouchers, blankets, fruit and food items that can be used after the event.