



IATEFL Jobs Market

Brighton 16-18th April 2011

Package information for ELT Recruiters

Following is a summary of the Recruiter packages and pricing for the 2011 IATEFL Jobs Market in Brighton.

Booking Forms can be downloaded from the website at: <http://www.iatefl.org/brighton-2011/jobs-market>

Your booking form should be completed as soon as possible so that we can reserve your space at the Jobs Market. Space will only be reserved once we are in receipt of your completed booking form.

As soon as your booking form is received, we will send you a **Jobs Market Posting Template**. This should be completed with the details of your vacancies and sent back to us. It will then be posted on the IATEFL website for jobseekers to access and begin applying.

A non-refundable deposit of 50% is due at the time of booking. Forms should be returned by email at jobsmarket@iatefl.org or by fax +44 (0)1227 824431.

Jobs Market Packages

Each package is designed to cater for different organisations with varying recruitment needs.

All include:

- ✓ Single job posting {Posted on the main Jobs Market boards and online pre-conference}
- ✓ CV collection {Collection and organisation of CVs for applicants wishing to apply with you; communication with successful applicants who are to be interviewed}
- ✓ Display for Promotional Literature {Space to promote your organisation/ institution}
- ✓ Free Internet Access {Wireless}
- ✓ 1 or 2 Conference Badges {Allowing access to all sessions}

NB: you do not need a conference badge for access to the Jobs Market or Exhibition Areas

Booth Packages A and B include:

- ✓ Construction of booth, electrics, and furniture for interview space

Private Room Package C includes:

- ✓ Use of a private room in the evening (from the end of conference sessions) to interview; electrics, furniture

Add-ons/Options:

There are also add-ons for multiple job postings, and for services where recruiters can not be present.

Full descriptions of packages and prices follow on page 2.



Packages:

Note: Prices do not include VAT

Jobs Market Package A: 2m X 2m Booth, Table, 2 Chairs, Company Header, Internet, Single Job Posting, CV Collection, Pre-Conference Web Posting, Space for Promotional Literature, 2 Conference Badges **£1650**

Jobs Market Package B: 3m X 2m Booth, Table, 3 Chairs, Company Header, Internet, Single Job Posting, CV Collection, Pre-Conference Web Posting, Space for Promotional Literature, 2 Conference Badges **£1950**

Jobs Market Package C: Use of private room in evening, Table, 2/3 Chairs, Internet, Single Job Posting, CV Collection, Pre-Conference Web Posting, Table Space for Promotional Literature, 1 Conference Badge **£750**

Add-ons and Options:

Additional Single Job Posting **£75**
{For organisations with several postings who will be interviewing on-site}

Dedicated Posting Space (1m X 1m): **£750**
{For organisations with multiple job postings who will be interviewing on-site; this includes a dedicated organisation space on the Jobs Market boards with a header. This space can accommodate up to 12 vacancies. It can also be used to display posters and promotional literature.}

If you can't attend the Jobs Market, but wish to advertise your vacancies:

Single Job Posting and CV Collection Non-attendees **£225**
{Jobs Market Staff will communicate w/ candidates and organise your applications for you}

Single Job Posting Non-attendees **£150**
{Applications will go directly to you}

Dedicated Posting Space Non-attendees (.5m X .5m) **£400**
{For organisations with multiple job postings; this includes a dedicated organisation space on the Jobs Market boards with a header. This space can accommodate up to 6 vacancies. It can also be used to display posters and promotional literature. }

Download your **IATEFL Jobs Market Booking Form** at: <http://www.iatefl.org/brighton-2011/jobs-market>

Questions? Contact us at jobsmarket@iatefl.org or Tel: +44 (0) 1227 824430

For further details on the **IATEFL Annual Conference** go to:
<http://www.iatefl.org/events/iatefl-annual-conference-and-exhibition>