

# Career Day Reminder

Dear Faculty,

This is a friendly reminder that our annual Career Day is scheduled for **Date** at **Time**. We encourage all faculty members to participate and help guide our students in their career exploration.

Your involvement is crucial in making this event a success, and we appreciate any additional support you can provide, whether it's by volunteering, serving as a speaker, or simply encouraging students to attend.

Please mark your calendars and feel free to reach out if you have any questions or suggestions.

Thank you for your continued support!

Sincerely,

**Your Name**

**Your Position**

**School/Organization Name**