



# TUALATIN VALLEY EMPLOYER COUNCIL

## Scholarship Guidelines (2008)

The Tualatin Valley Employer Council (TVEC) is a team of volunteer private-sector employer representatives who act as advisors to the Beaverton office of the Oregon Employment Department. TVEC hosts educational workshops to meet the employment and training needs of local businesses; participates in the future of our community's existing and upcoming workforce through education, training, and scholarship opportunities; provides networking opportunities and resources for employers through monthly Employer Forums; and invests in Oregon's economic growth by sponsoring career fairs that offer employers an opportunity to connect with quality job seekers.

The TVEC Executive Committee has established the funding for a Business, General Management or Human Resources Scholarship in the amount of \$1,500. The award will be made to the applicant who has proven scholastic ability, or equivalent work experience, exemplary character and leadership capability, and has demonstrated potential for achieving personal goals and future leadership. Financial need will be considered only after the interview process when two or more applicants have equal qualifications. The top three applicants will be selected for an oral interview conducted by business members of the TVEC board.

TVEC will essentially "adopt" this award recipient. The organization will provide mentoring, assistance with employment and free attendance to the seminars the TVEC sponsors throughout the year. The recipient's participation with the Tualatin Valley Employer Council's monthly board meetings and workshops is highly encouraged. This will be an opportunity for the student to network with Human Resources representatives from small to large companies throughout Washington County.

### **Scholarship Criteria:**

Scholarship applicants must meet the following criteria:

1. Be enrolled in a formal degree or certificate program with either a Human Resources, Business, Finance, Economics, Business Administration, Public Administration, or International Business emphasis; be a high school senior who has been accepted in such a program; or be an employee of a business in Tualatin Valley area looking to further their education by enrolling in an HR or business related Educational Program, including those designed specifically to prepare HR professionals for exams to obtain their PHR, SPHR, CCP or similar certifications.
2. The educational institution must be accredited and within the Greater Portland Metro Area or State of Oregon.

## **Required Materials:**

- Completed scholarship application form which includes an essay (250 words maximum) stating a) applicant's career objectives, b) how the scholarship will aid in achieving goals, c) why applicant should be considered, and d) how the applicant plans to be involved in the Tualatin Valley Employer Council in the future
- One (1) reference letter from a faculty advisor, teacher, counselor, or work-related source (i.e., current/former employer).

The scholarship application is in Microsoft Word and can be obtained at <http://WorkingInOregon.org/oec>. To complete the application:

Open and complete the form by typing your data in the associated fields. After completing all the required fields, save the document and email the document as an attachment to Tanya Romashenko, TVEC Coordinator, [Tatyana.V.Romashenko@state.or.us](mailto:Tatyana.V.Romashenko@state.or.us) .

## **Disbursement:**

The scholarship fund of \$1,500 will be sent to the educational institute where the recipient is enrolled/plans to enroll. Funds will be used for tuition only. The scholarship recipient must use the full amount of the scholarship no later than December 31<sup>st</sup>, 2009.

## **Submission of Application:**

Applications must be received by **April 1<sup>st</sup>, 2008**. Interviews will be conducted during **April, 2008**. The scholarship recipient will be notified by **April 30, 2008**. All applicants will be notified of the results, whether they are selected or not.

For more information, please contact Tanya Romashenko at (503) 612-4214 or Christina Aranda at (503) 612-4210.